

AGENDA
BOARD OF SUPERVISORS
SONOMA COUNTY
575 ADMINISTRATION DRIVE, ROOM 102A
SANTA ROSA, CA 95403

TUESDAY

MAY 13, 2014

8:30 A.M.

(The regular afternoon session commences at 2:00 p.m.)

Susan Gorin	First District	Veronica A. Ferguson	County Administrator
David Rabbitt	Second District	Bruce Goldstein	County Counsel
Shirlee Zane	Third District		
Mike McGuire	Fourth District		
Efren Carrillo	Fifth District		

This is a simultaneous meeting of the Board of Supervisors of Sonoma County, the Board of Directors of the Sonoma County Water Agency, the Board of Commissioners of the Community Development Commission, the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District, the Board of Directors of the Northern Sonoma County Air Pollution Control District, the Sonoma County Public Finance Authority, and as the governing board of all special districts having business on the agenda to be heard this date. Each of the foregoing entities is a separate and distinct legal entity.

The Board welcomes you to attend its meetings which are regularly scheduled each Tuesday at 8:30 a.m. Your interest is encouraged and appreciated.

AGENDAS AND MATERIALS: Agendas and most supporting materials are available on the Board's website at <http://www.sonoma-county.org/board/>. Due to legal, copyright, privacy or policy considerations, not all materials are posted online. Materials that are not posted are available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at 575 Administration Drive, Room 100A, Santa Rosa, CA.

SUPPLEMENTAL MATERIALS: Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the Board of Supervisors office at 575 Administration Drive, Room 100A, Santa Rosa, CA, during normal business hours.

DISABLED ACCOMMODATION: If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact the Clerk of the Board at (707) 565-2241, as soon as possible to ensure arrangements for accommodation.

Public Transit Access to the County Administration Center:

Sonoma County Transit: Rt. 20, 30, 44, 48, 60, 62

Santa Rosa CityBus: Rt. 14

Golden Gate Transit: Rt. 80

For transit information call (707) 576-RIDE or 1-800-345-RIDE or visit or <http://www.sctransit.com/>

APPROVAL OF THE CONSENT CALENDAR

The Consent Calendar includes routine financial and administrative actions that are usually approved by a single majority vote. There will be no discussion on these items prior to voting on the motion unless Board Members or the public request specific items be discussed and/or removed from the Consent Calendar.

PUBLIC COMMENT

Any member of the audience desiring to address the Board on a matter on the agenda: Please walk to the podium and after receiving recognition from the Chair, please state your name and make your comments. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the subject under discussion. Each person is usually granted 3 minutes to speak; time limitations are at the discretion of the Chair. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.

8:30 A.M. CALL TO ORDER

PLEDGE OF ALLEGIANCE

I. APPROVAL OF THE AGENDA

(Items may be added or withdrawn from the agenda consistent with State law)

II. BOARD MEMBER ANNOUNCEMENTS

III. CONSENT CALENDAR

(Items 1 through 26)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 9)

PRESENTATIONS AT BOARD MEETING

1. Adopt a Gold Resolution congratulating Maria Carrillo's Girls Soccer Team on their outstanding 2013 season of championships. (First District)
2. Adopt a Gold Resolution congratulating Madison Gonzales on being named the 2013 Redwood Empire Player of the Year for her performance on the Maria Carrillo's Girls Championship Soccer Team. (First District)
3. Adopt a Gold Resolution designating the second full week in May as "Women's Lung Health Week" in Sonoma County sponsored by the American Lung Association. (Third District)
4. Adopt 14 Gold Resolutions commending high school students Morgan Apostle, India Kellogg, Erika Strauch, Taylor Wang, Jeanette Jin, Paige Amormino, Meghan Forbes, Soo Min Kan, Evie Klaassen, Meghan Bogges, Andrew Campbell, Briallyn Mansell, MacKenzie Nekton, and Mary Rose Ohlin for their participation as Junior Commissioners of the Commission on the Status of Women. (Human Resources)

PRESENTATIONS AT DIFFERENT DATE

5. Adopt a Gold Resolution congratulating Leslie Hudson on her retirement, and for her years of services to the District and County of Sonoma as a title company escrow officer. (Agricultural Preservation and Open Space District)
6. Adopt a Gold Resolution congratulating Ian Olney for achieving rank of Eagle Scout. (First District)
7. Adopt a Gold Resolution congratulating Jennifer Yankovich on her retirement from the Sonoma Valley Chamber of Commerce after 15 years of outstanding service. (First District)
8. Adopt a Gold Resolution congratulating Friends House on the 30th Anniversary of providing outstanding care for the senior community. (First District)

CONSENT CALENDAR (Continued)

9. Adopt a Gold Resolution proclaiming May 2014 as Mental Health Month in Sonoma County. (Health Services)

SONOMA COUNTY WATER AGENCY

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

10. Authorize the General Manager to execute an agreement with the North Marin Water District for reimbursement to the Water Agency for Water Conservation Program assistance (\$180,000; anticipated to begin in May 2014, and terminates on December 31, 2017).
11. Authorize the General Manager to execute agreements for acquisition of real property rights for the Dry Creek Habitat Enhancement Demonstration Project; and Authorize the General Manager to execute any other documents necessary to close the transactions. (Fourth District)

SONOMA VALLEY COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, Rouse)

12. Authorize the Chair to execute a Declaration of Covenants, Conditions, and Restrictions, over a portion of Sonoma Valley County Sanitation District Property, located near 8th Street East and Schellville Road, Sonoma, in conjunction with the San Francisco Bay Region of the California Regional Water Quality Control Board's Conditional Water Quality Certification for the District's North Bay Water Reuse Program – Sonoma Valley Effluent Reservoir R5 Project. (First District)

HEALTH SERVICES

13. Authorize the Director of Health Services to execute an agreement with Brown Armstrong Accountancy Corporation in an amount not to exceed \$20,650 for the period July 1, 2014 through June 30, 2015 for First 5 Sonoma County independent audit services, with the option to extend the term for four additional one-year periods (Fiscal Year 2015-16 through Fiscal Year 2018-19) in an amount not to exceed \$20,650 per year, up to a total contract amount not to exceed \$103,250.
14. Authorize the Director of Health Services to execute an agreement with LPC Consulting Associates, Inc. for evaluation of Supplemental Nutrition Assistance Program-Education (SNAP-Ed) program activities with a term end date of September 30, 2016, in an amount not to exceed \$152,000; and Authorize the Director of Health Services to execute an agreement with Boys and Girls Club of Central Sonoma County for SNAP-Ed after school nutrition education activities for children ages 5-11 and their parents with a term end date of September 30, 2016, in an amount not to exceed \$86,000.

CONSENT CALENDAR (Continued)

HUMAN RESOURCES
AND
AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT
COMMUNITY DEVELOPMENT COMMISSION
NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT
SONOMA COUNTY WATER AGENCY

(Directors/Commissioners: Gorin, Rabbitt, Zane, McGuire, Carrillo)

15. Authorize the Director of Human Resources to execute an amendment to the fee based Agreement with P & A Group to provide Medical and Dependent Care Flexible Spending Account (FSA) Administration Services amounting to approximately \$25,200 annually for the January 1, 2014 through May 31, 2016.

INFORMATION SYSTEMS

16. Authorize the Information Systems Department Director to execute a services agreement with Matrix Consulting Group to provide an operational and management study for the Records and Reprographics divisions of the Information Systems Department effective May 13, 2014 through April 30, 2015, for an amount not to exceed \$44,000.

PERMIT AND RESOURCE MANAGEMENT

17. Adopt a Resolution issuing a roiling permit (Ordinance No. 3836R) for in-channel work and necessary permit extensions to the Russian River Recreation and Park District for the recreation dam installation, maintenance and removal at Johnson's and Vacation Beaches (Russian River) in the town of Guerneville (File No. ROI14-0004). (4/5 vote required) (Fifth District)
18. Authorize the Chair to execute the third amendment to an agreement with Phillips Seabrook Associates, for building plan check and inspection services, increasing the contract by \$232,550, resulting in new not-to-exceed agreement total of \$510,000, for the period of June 1, 2013 to October 30, 2014.

SHERIFF'S OFFICE

19. Authorize the Sheriff to execute the 2014 law enforcement services contract for the Warm Springs Dam area with the U.S. Army Corps of Engineers in the amount of \$100,656 for the term May 16, 2014 through September 28, 2014, and make any revisions to the documents that do not substantially change the content, upon approval of County Counsel.
20. Adopt a Resolution approving the State of California Boating Safety and Enforcement Financial Aid Program Contract for Fiscal Year 2014-15 in the amount of \$513,899 for the provision of law enforcement services on various waterways in Sonoma County and authorizing the Sheriff to execute the contract and make any revisions or amendments thereto that do not substantially change the content thereof, upon approval of County Counsel.

CONSENT CALENDAR (Continued)

TRANSPORTATION AND PUBLIC WORKS

21. Adopt an Ordinance establishing a 20 mile per hour speed limit on Doran Beach Road (#61002) between the Regional Parks kiosk (MP 10.41) to its westerly terminus (MP 10.00). (Second Reading – Ready for Adoption) (Fifth District)
22. Approve and authorize the Chair to sign agreement with the Valley of the Moon Water District, for water facility adjustments from Agua Caliente Road to Boyes Boulevard for the State Route 12 Corridor Improvement Project Phase 2, Stage 2 (C08002) in the amount of \$55,380. (First District)
23. Approve and authorize the Chair to execute an agreement with Volunteer Center of Sonoma County for Countywide Americans with Disabilities Act (ADA) Paratransit Services for the period of July 1, 2014 through June 30, 2015, in an amount not to exceed \$1,650,562.

MISCELLANEOUS

24. Approve Minutes of the meeting of (A) April 22, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Sonoma County Water Agency, and Board of Supervisors. (B) April 22, 2014 of the Sonoma Valley County Sanitation District. (C) May 6, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Occidental County Sanitation District, Russian River County Sanitation District, Sonoma County Water Agency, South Park County Sanitation District and Board of Supervisors. (D) May 6, 2014 of the Sonoma Valley County Sanitation District.

APPOINTMENTS/REAPPOINTMENTS

(Items 25 through 26)

25. Appoint Karen Holbrook and Arnold Posada to the Sonoma County Commission on AIDS for a two-year term beginning May 1, 2014; and re-appoint Glen Schoeneck, Rick Dean, Ron Karp, Marion Deeds, and Lynn Campanario to the Sonoma County Commission on AIDS for a two-year term beginning May 1, 2014. (Health Services)
26. Appoint Rochelle Cook Johnson to the Sonoma County Regional Parks Foundation effective May 16, 2014 and expiring on May 16, 2016. (First District)

IV. REGULAR CALENDAR

(Items 27 through 31)

CLERK-RECORDER-ASSESSOR

27. Celebrate Registrar of Voters Going Green.

NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

28. **10:00 A.M.** – Conduct a public hearing and review the Northern Sonoma County Air Pollution Control District's Fiscal Year 2014-2015 recommended budget and provide the public with the opportunity to comment upon the District's budget. (4/5 vote required)

HEALTH SERVICES

29. Receive a report on the status of HIV/AIDS in Sonoma County and approve revised Commission on AIDS bylaws.

COUNTY ADMINISTRATOR

30. Receive report on community healing activities including:
(A) Update from the Community and Local Law Enforcement Task Force
(B) Report on Board directed staff initiatives and consider actions for Board and staff regarding Community Healing.

BOARD OF SUPERVISORS

31. Approve fee waiver in the amount of \$2,898 for community radio and emergency alert system - station KOWS-LP107.3 FM- antenna relocation project. (Fifth District)

V. CLOSED SESSION CALENDAR

(Items 32 through 40)

32. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Existing Litigation – Name of Case: County of Sonoma v. Walter Freeman, et al. County Superior Court, SCV 253252 (Govt. Code Section 54956.9(d)(1)).
33. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Existing Litigation – Name of Case: Jessica Greenlief v Michael Lennox, County of Sonoma et al. Sonoma County Superior Court 248315 (Govt. Code Section 54956.9(d)(1)).
34. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Exposure to Litigation – Regional Water Quality Control Board Letter dated March 18, 2014 concerning potential discharge violations concerning compost operations at the Central Disposal Site. (Govt. Code Section 54956.9(d)(2)).
35. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel – Initiation of Litigation – Dry Creek Rancheria Band of Pomo Indians. (Govt. Code Section 54956.9(d)(4)).
36. The Board of Supervisors, the Board of Directors of the Sonoma County Water Agency, the Board of Commissioners of the Community Development Commission, and the Board of Directors of the Agricultural Preservation and Open Space District will consider the following in closed session: Conference with Labor Negotiator, Agency Negotiators: Wendy Macy/Carol Allen. Employee organization: All. Unrepresented employees: All, including retired employees (Govt. Code Section 54957.6 (b)).
37. The Board of Supervisors will consider the following in closed session: Public Employee Performance Evaluation – Title: Transportation and Public Works Department Director (Govt. Code Section 54957(b)(1)).
38. The Board of Supervisors will consider the following in closed session: Public Employee Performance Evaluation – Title: Director of Department of Health Services (Govt. Code Section 54957(b)(1)).
39. The Board of Supervisors will consider the following in closed session: Public Employee Performance Evaluation – Title: Public Defender (Govt. Code Section 54957(b)(1)).
40. The Board of Supervisors will consider the following in closed session: Public Employee Performance Evaluation – Title: County Administrator (Govt. Code Section 54957(b)(1)).

VI. REGULAR AFTERNOON CALENDAR

(Items 41 through 45)

2:00 P.M. - RECONVENE FROM CLOSED SESSION

- 41. Report on Closed Session.
- 42. **PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA** (Comments are restricted to matters within the Board's jurisdiction. The Board will hear public comments at this time for up to thirty minutes. Please be brief and limit your comments to three minutes. Any additional public comments will be heard at the conclusion of the meeting. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.)
- 43. Permit and Resource Management Department: Review and possible action on the following:
 - a) Acts and Determinations of Planning Commission/Board of Zoning Adjustments
 - b) Acts and Determinations of Project Review and Advisory Committee
 - c) Acts and Determinations of Design Review Committee
 - d) Acts and Determinations of Landmarks Commission
 - e) Administrative Determinations of the Director of Permit and Resource Management

PERMIT AND RESOURCE MANAGEMENT

- 44. **2:10 P.M. – ZCE13-0019 – (FIRST DISTRICT)**
 - a) APPLICANT: Norm Oliver for Bacchus Ventures LP
 - b) LOCATION: 701 Leveroni Road, Sonoma
 - c) ASSESSOR'S PARCEL NO.: 128-301-027
 - d) ENVIRONMENTAL DOCUMENT: Categorical Exemption
 - e) REQUEST: Conduct a public hearing and consider adopting an Ordinance to rezone a 3.08 acre parcel to remove the Z (Second Dwelling Unit Exclusion) combining district.

45. **ADJOURNMENTS**

PLEASE NOTE:

THE FOLLOWING HEARING WILL BE CONTINUED TO A FUTURE DATE.

- 2:10 P.M. – GPA13-0013 – (ALL DISTRICTS)**
 - a) APPLICANT: County of Sonoma
 - b) LOCATION: County-wide
 - c) ASSESSOR'S PARCEL NO.: Various
 - d) ENVIRONMENTAL DOCUMENT: Categorical Exemption
 - e) REQUEST: Conduct a public hearing on the request for a General Plan Land Use Element Amendment to address the requirements of Senate Bill 244 (Wolk 2011); – Infrastructure Needs for Disadvantaged Unincorporated Communities and consider the Planning Commission recommendation.

NOTE: The next regular meeting will be held on May 20, 2014.

Upcoming Hearings (All dates tentative until each agenda is finalized)

1. May 20th (AM) – Prop 218 for the Sanitation Sewer Rates
2. May 20th (PM) – ORD14-0004; Re-adopting the Official Zoning Database for the Coastal Zone
3. May 20th (PM) – UPE07-0008; Cornell Winery Use Permit Application, 100, 245, 420, 500 and 560 Spring Mountain Summit Trail in eastern Sonoma County
4. May 20th (PM) – Second General Plan Amendment for 2014
5. June 10th (AM) – Resolution of Necessity, Highway 101 Interchange and Improvement Project
6. June 10th (PM) – PLP12-0038; General Plan Amendment; Sonoma Springs affordable housing project; 17310 and 17366 Highway 12, Sonoma
7. June 10th (PM) – PLP12-0009, Phased Use Permit and Design Review; Windsor Oaks Winery; 10810 Hillview Road, Windsor



County of Sonoma
Agenda Item
Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 1
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-2241

Supervisorial District(s):

First

Title: Gold Resolution

Recommended Actions:

Adopt a Gold Resolution congratulating Maria Carrillo's Girls Soccer Team on their Outstanding 2013 Season of Championships

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Not Applicable

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Resolution			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma

State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution of the Board of Supervisors of the County of Sonoma, State of California, Congratulates Maria Carrillo's Girls Soccer Team on an Outstanding 2013 Season of Championships

WHEREAS, Maria Carrillo Girls Soccer Team has accomplished outstanding results over the past several seasons, but in 2013, the team reached a new level of achievement when they were included in Max Preps Tour of Champions presented by the National Guard. This exclusive honor is reserved for only 10 of the best teams in the entire country and places the Pumas in the top .01 percentile of elite high school soccer players, and

WHEREAS, in only 16 years Maria Carrillo High School has earned the No. 1 NSCAA fall girls national ranking. This accomplishment is particularly impressive considering Carrillo was opened in 1996 to freshmen and sophomore students. Max Preps called this ascension "among the quickest in national history" and

WHEREAS, since 1996, Debra LaPrath has provided the expert coaching for the Puma girls. LaPrath is an exceptional coach who focuses on team building as her central tenet, often holding pasta feeds and envisioning individual and group success. The results are astonishing: she has guided Maria Carrillo to a 273-75-16 record, and last year's national title is the result of nearly two decades of building a legacy of excellence, and

WHEREAS, the Puma powerhouse team won five consecutive North Bay League Titles and three consecutive North Coast Section Titles (2011-13) overall. In both 2012 and 2013, the team was named "National Champions" from the National Soccer Coaches Association of America, and

WHEREAS, the championship culminated a 20-0-1 campaign for 2013. With the win, Maria Carrillo has gone 49 games over three seasons without a defeat. The Pumas' last loss was in the 2010 NCS title match, and

WHEREAS, Maria Carrillo Pumas has become the biggest name in Northern California girls soccer over the past half-decade, and

WHEREAS, their team spirit extends into the community. In addition to fundraising for all their travel expenses, the Lady Pumas have been involved in Community Service actions such as "Operation Christmas Child" and running a youth soccer camp during the summer, and

THEREFORE BE IT NOW RESOLVED, that the Sonoma County Board of Supervisors hereby congratulates Maria Carrillo's Girls Soccer Team and Coach Debra LaPrath on an Outstanding 2013 Season of Championships

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
Agenda Item
Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 2
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-2241

Supervisorial District(s):

First

Title: Gold Resolution

Recommended Actions:

Adopt a Gold Resolution congratulating Madison Gonzales on being named the 2013 Redwood Empire Player of the Year for her performance on the Maria Carrillo Girls Championship Soccer Team

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Not Applicable

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Resolution			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma

State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution of the Board of Supervisors of the County of Sonoma, State of California,
Congratulating Madison Gonzales on being named the 2013 Redwood Empire Player of the
Year for her performance on the Maria Carrillo Girls Championship Soccer Team**

WHEREAS, while a sophomore, Madison has earned the impressive title of Best Player on the Best Team in the Redwood Empire in 2013, an honor bestowed by The Press Democrat when they named her the Large School Player of the Year, and

WHEREAS, Maria Carrillo Girls Soccer Team has accomplished outstanding results over the past several seasons, but in 2013, the team reached a new level of achievement when they were included in Max Preps Tour of Champions presented by the National Guard. This exclusive honor is reserved for only 10 of the best teams in the entire country and places the Pumas in the top .01 percentile of elite high school soccer players, and

WHEREAS, the Puma powerhouse team won five consecutive North Bay League Titles and three consecutive North Coast Section Titles (2011-13) overall. In both 2012 and 2013, the team was named "National Champions" from the National Soccer Coaches Association of America, and

WHEREAS, the championship culminated a 20-0-1 campaign for 2013 and their victories were due in large part to Madison Gonzales' ability to lead the team with 21 Goals and 17 Assists. With the win, Maria Carrillo has gone 49 games over three seasons without a defeat, and

WHEREAS, since 1996, Debra LaPrath has provided the expert coaching for the Puma girls. LaPrath is an exceptional coach who focuses on team building as her central tenet, often holding pasta feeds and envisioning individual and group success. Initially, LaPrath was reserved in her assessment of Gonzales, but after coaching Madison her appreciation of her star player's talents on and off the field are effusive: "Maddy is the type of player with phenomenal vision and awareness. She's really quick and under constant pressure from 2-3 players. She has the ability to get smashed in a pile of players and somehow come out with the ball while still moving forward. Maddy is a humble, hardworking athlete who is always putting the team before herself. She had a great sense of humor and an infectious laugh and is a pleasure to be around" and,

WHEREAS, Madison is a giving and talented teammate who approaches her education equally as seriously. Off the field, she maintains a 4.05 GPA and has committed to play soccer Santa Clara University on a full scholarship, and

Resolution #

Date:

Page 2

THEREFORE BE IT NOW RESOLVED, that the Sonoma County Board of Supervisors hereby congratulates Madison Gonzales on being named the 2013 Redwood Empire Player of the Year for her performance on the Maria Carrillo Girls Championship Soccer Team

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
Agenda Item
Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 3
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Shirlee Zane
(707) 565-2241

Supervisorial District(s):

Third District

Title: Gold Resolution

Recommended Actions:

Gold Resolution designating the second full week in May as "Women's Lung Health Week"

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Designating The Second Full Week In May As “Women’s Lung Health Week.”**

Whereas, every five minutes, a woman in the U.S. is told she has lung cancer; and

Whereas, lung cancer is the #1 cancer killer of women in the U.S., surpassing breast cancer in 1987; and

Whereas, lung cancer death rate in women has more than doubled over the past 35 years; and

Whereas, women are disproportionately burdened with COPD (Chronic Obstructive Pulmonary Disease) compared to men in terms of illness and death; and

Whereas, asthma is more common in women than men; and

Whereas, advocacy and increased awareness will result in more and better treatment for women with lung cancer, COPD, asthma and other lung diseases and will ultimately save lives; and

Whereas, LUNG FORCE is the new national movement led by the American Lung Association, with the mission of making lung cancer and lung disease history—uniting women to stand together with a collective strength and determination to lead the fight against lung cancer and for lung health.

Now, Therefore, Be It Resolved that the Sonoma County Board of Supervisors hereby designates the second full week in May as Women’s Lung Health Week throughout Sonoma County, and encourages all residents of Sonoma County to learn more about the detection and treatment of lung cancer and all lung disease.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 4
(This Section for use by Clerk of the Board Only.)

To: County of Sonoma Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Human Resources Department

Staff Name and Phone Number:

Christina Cramer, 707.565.2988

Supervisorial District(s):

All

Title: Recognition of the 2013-2014 Junior Commission on the Status of Women

Recommended Actions:

Adopt Gold Resolutions commending the fourteen high school students for their participation as Junior Commissioners of the Commission on the Status of Women.

Executive Summary:

Background: In 1994 the Commission on the Status of Women developed the Junior Commissioner Project as a mentorship project to provide high school youth age 14 to 18 with an introduction to County government, as well as an opportunity to enhance leadership skills by observing women leaders in our community. This nationally recognized project serves as a learning experience for high school students regarding issues of women's equity and advocacy. It further encourages young students in the County to become active participants in their community, and provides a vehicle by which County Supervisors are able to learn about current concerns and issues of young women in Sonoma County.

Junior Commissioners attend monthly meetings where they learn parliamentary procedure, how to run and participate in meetings, and how to work as a team. The Junior Commissioners act as liaisons at the regular monthly meetings of the Commission on the Status of Women (CSW) and provide the adult commission with a perspective on issues of concern to the youth of our community.

The fourteen Junior Commissioners that participated in FY2013-2014 are:

1st District Junior Commissioners –

Morgan Apostle, 12th Grade, Sonoma Academy

India Kellogg, 11th Grade, Montgomery

Erika Strauch, 11th Grade, Cardinal Newman

Taylor Wang, 10th Grade, Montgomery

2nd District Junior Commissioners –

Jeanette Jin, 11th Grade, Casa Grande

4th District Junior Commissioners –

Paige Amormino, 11th Grade, Cardinal Newman
Meghan Forbes, 11th Grade, Piner
Soo Min Kan, 10th Grade, El Molino
Evie Klaassen, 11th Grade, Windsor

5th District Junior Commissioners –

Meghan Bogges, 11th Grade, Piner
Andrew Campbell, 11th Grade, Piner
Briallyn Mansell, 11th Grade, El Molino
MacKenzie Nekton, 9th Grade, Sonoma Academy
Mary Rose Ohlin, 12th Grade, El Molino

After being sworn into office on October 14, 2013, the Junior Commissioners engaged in many activities and events that allowed them to expand their horizons. On November 18, 2013, they hosted a Political Panel with Supervisor Susan Gorin and Santa Rosa City County Member Julie Combs. At the Career Panel on February 10, 2014, the Junior Commissioners had an opportunity to interact with female role models in Sonoma County Assistant District Attorney – Christine Cook, Megan Rowell – Senior Law Clerk/Sonoma County District Attorney’s Office, and Laurianne Tasker, Esq. – Clement, Fitzpatrick & Kenworthy. On March 10, the Junior Commissioners participated in Legislative Day and met with different County Supervisors and other elected officials. The 2013-2014 Junior Commissioners graduated on Monday, April 14, 2013.

As an integral part of the Project, Junior Commissioners learn how to conduct focus groups with their peers. Each Junior Commissioner chose a topic of interest to youth, collected input from their peers, and presented a formal summary and written report of their findings to their elected officials and to County Supervisors, and to their parents at their April graduation. The focus group topics for 2013-2014 were:

- How does the lack of female politicians affect girls’ confidence?
- Eating disorders
- Teenage salaries: training future chauffeurs of America?
- Empowering youth and women
- Teen pregnancy
- Perceptions of rape
- Genderism in the form of discrimination
- The pressures we face as teens
- Teenage views on virginity: myth vs. education
- Sex education: How effective is it?
- Self-harm: Let’s talk about it
- Percentage of homeless girls in Sonoma County
- Approach to education: co-ed vs. single sex ed
- Women in leadership: Breaking through the stereotype

The written summaries are included in the accompanying “Voices of Sonoma County Youth” booklet.

Prior Board Actions:			
The Board has recognized the participants in the Junior Commissioner Project each year since 1996.			
Strategic Plan Alignment Goal 4: Civic Services and Engagement			
Recognizing and engaging youth in the community promotes Civic Service and Engagement.			
Fiscal Summary - FY 13-14			
Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$
Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
<ol style="list-style-type: none"> 1) Individual Resolutions for each of the fourteen Junior Commissioners. 2) "The Voices of Sonoma County Youth – The Sonoma County Junior Commissioner Project 2013-2014" agenda and program for the April 14, 2014 meeting that includes: background on the Project's history, the 2013-2014 program, lists of the Junior Commissioners, panelists, Commissioners on the Commission on the Status of Women, and the final reports of this year's Junior Commissioner focus groups. 			

Related Items "On File" with the Clerk of the Board:



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Morgan Apostle For Her Participation As A 2013-2014 Junior Commissioner Of
The Commission On The Status Of Women.**

Whereas, the Junior Commissioner Project was developed by the Commission on the Status of Women as a leadership project to provide high school students with opportunities to enhance their leadership skills and learn about issues related to women's equality and advocacy; and

Whereas, the Junior Commissioners attended regular monthly meetings of both the Commission on the Status of Women and the Junior Commission, where they were introduced to County government and the role of the women's commission as an advisory body to the Board of Supervisors on women's equality issues;

Whereas, fourteen high school students contributed substantial time, ideas and energy serving as Junior Commissioners during 2013-2014 where they learned how to participate in and run meetings, who their elected officials are and how to contact them, and how to be active participants in their community; and

Whereas, for their annual service project, the Junior Commissioners cleaned and installed new furnishings in their adopted room at Sloan House, a safe house for women, and planted a garden; and

Whereas, Morgan Apostle conducted a focus group of her peers on the topic "Eating Disorder" and presented her findings thereon:

Now, Therefore, Be It Resolved that the Board of Supervisors commends the participation of Morgan Apostle from Windsor as a 2013-2014 Junior Commissioner of the Commission on the Status of Women and encourages her to continue working towards a future leadership role in the community.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Mackenzie Nekton For Her Participation As A 2013-2014 Junior Commissioner
Of The Commission On The Status Of Women.**

Whereas, the Junior Commissioner Project was developed by the Commission on the Status of Women as a leadership project to provide high school students with opportunities to enhance their leadership skills and learn about issues related to women's equality and advocacy; and

Whereas, the Junior Commissioners attended regular monthly meetings of both the Commission on the Status of Women and the Junior Commission, where they were introduced to County government and the role of the women's commission as an advisory body to the Board of Supervisors on women's equality issues;

Whereas, fourteen high school students contributed substantial time, ideas and energy serving as Junior Commissioners during 2013-2014 where they learned how to participate in and run meetings, who their elected officials are and how to contact them, and how to be active participants in their community; and

Whereas, for their annual service project, the Junior Commissioners cleaned and installed new furnishings in their adopted room at Sloan House, a safe house for women, and planted a garden; and

Whereas, Mackenzie Nekton conducted a focus group of her peers on the topic "Self-Harm: Let's Talk About It" and presented her findings thereon:

Now, Therefore, Be It Resolved that the Board of Supervisors commends the participation of Mckenzie Nekton from Occidental as a 2013-2014 Junior Commissioner of the Commission on the Status of Women and encourages her to continue working towards a future leadership role in the community.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Mary Rose Ohlin For Her Participation As A 2013-2014 Junior Commissioner Of
The Commission On The Status Of Women.**

Whereas, the Junior Commissioner Project was developed by the Commission on the Status of Women as a leadership project to provide high school students with opportunities to enhance their leadership skills and learn about issues related to women's equality and advocacy; and

Whereas, the Junior Commissioners attended regular monthly meetings of both the Commission on the Status of Women and the Junior Commission, where they were introduced to County government and the role of the women's commission as an advisory body to the Board of Supervisors on women's equality issues;

Whereas, fourteen high school students contributed substantial time, ideas and energy serving as Junior Commissioners during 2013-2014 where they learned how to participate in and run meetings, who their elected officials are and how to contact them, and how to be active participants in their community; and

Whereas, for their annual service project, the Junior Commissioners cleaned and installed new furnishings in their adopted room at Sloan House, a safe house for women, and planted a garden; and

Whereas, Mary Rose Ohlin conducted a focus group of her peers on the topic "Percentage of Homeless Girls in Sonoma County" and presented her findings thereon:

Now, Therefore, Be It Resolved that the Board of Supervisors commends the participation of Mary Rose Ohlin from Sebastopol as a 2013-2014 Junior Commissioner of the Commission on the Status of Women and encourages her to continue working towards a future leadership role in the community.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Erika Strauch For Her Participation As A 2013-2014 Junior Commissioner Of The
Commission On The Status Of Women.**

Whereas, the Junior Commissioner Project was developed by the Commission on the Status of Women as a leadership project to provide high school students with opportunities to enhance their leadership skills and learn about issues related to women's equality and advocacy; and

Whereas, the Junior Commissioners attended regular monthly meetings of both the Commission on the Status of Women and the Junior Commission, where they were introduced to County government and the role of the women's commission as an advisory body to the Board of Supervisors on women's equality issues;

Whereas, fourteen high school students contributed substantial time, ideas and energy serving as Junior Commissioners during 2013-2014 where they learned how to participate in and run meetings, who their elected officials are and how to contact them, and how to be active participants in their community; and

Whereas, for their annual service project, the Junior Commissioners cleaned and installed new furnishings in their adopted room at Sloan House, a safe house for women, and planted a garden; and

Whereas, Erika Strauch conducted a focus group of her peers on the topic "Approach to Education: Co Ed vs. Single Sex Ed" and presented her findings thereon:

Now, Therefore, Be It Resolved that the Board of Supervisors commends the participation of Erika Strauch from Santa Rosa as a 2013-2014 Junior Commissioner of the Commission on the Status of Women and encourages her to continue working towards a future leadership role in the community.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Taylor Wang For Her Participation As A 2013-2014 Junior Commissioner Of The
Commission On The Status Of Women.**

Whereas, the Junior Commissioner Project was developed by the Commission on the Status of Women as a leadership project to provide high school students with opportunities to enhance their leadership skills and learn about issues related to women's equality and advocacy; and

Whereas, the Junior Commissioners attended regular monthly meetings of both the Commission on the Status of Women and the Junior Commission, where they were introduced to County government and the role of the women's commission as an advisory body to the Board of Supervisors on women's equality issues;

Whereas, fourteen high school students contributed substantial time, ideas and energy serving as Junior Commissioners during 2013-2014 where they learned how to participate in and run meetings, who their elected officials are and how to contact them, and how to be active participants in their community; and

Whereas, for their annual service project, the Junior Commissioners cleaned and installed new furnishings in their adopted room at Sloan House, a safe house for women, and planted a garden; and

Whereas, Taylor Wang conducted a focus group of her peers on the topic "Women in Leadership: Breaking Through the Stereotype" and presented her findings thereon:

Now, Therefore, Be It Resolved that the Board of Supervisors commends the participation of Taylor Wang from Santa Rosa as a 2013-2014 Junior Commissioner of the Commission on the Status of Women and encourages her to continue working towards a future leadership role in the community.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Paige Amormino For Her Participation As A 2013-2014 Junior Commissioner Of
The Commission On The Status Of Women.**

Whereas, the Junior Commissioner Project was developed by the Commission on the Status of Women as a leadership project to provide high school students with opportunities to enhance their leadership skills and learn about issues related to women's equality and advocacy; and

Whereas, the Junior Commissioners attended regular monthly meetings of both the Commission on the Status of Women and the Junior Commission, where they were introduced to County government and the role of the women's commission as an advisory body to the Board of Supervisors on women's equality issues;

Whereas, fourteen high school students contributed substantial time, ideas and energy serving as Junior Commissioners during 2013-2014 where they learned how to participate in and run meetings, who their elected officials are and how to contact them, and how to be active participants in their community; and

Whereas, for their annual service project, the Junior Commissioners cleaned and installed new furnishings in their adopted room at Sloan House, a safe house for women, and planted a garden; and

Whereas, Paige Amormino conducted a focus group of her peers on the topic "How Does the Lack of Female Politicians Affect Girls' Confidence?" and presented her findings thereon:

Now, Therefore, Be It Resolved that the Board of Supervisors commends the participation of Paige Amormino from Windsor as a 2013-2014 Junior Commissioner of the Commission on the Status of Women and encourages her to continue working towards a future leadership role in the community.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

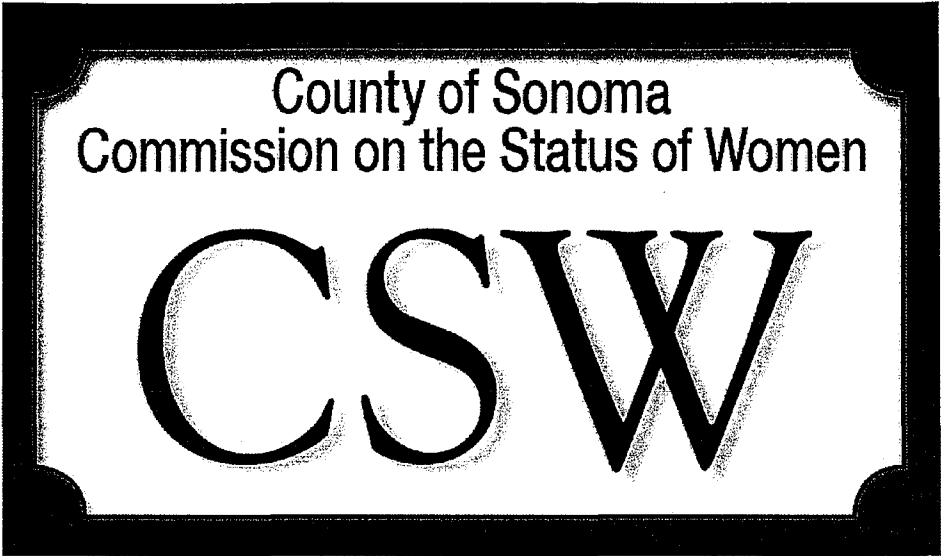
Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
Commission on the Status of Women

CSW

The Voices of Sonoma County Youth

County of Sonoma
Junior Commissioner Project
2013 - 2014

Table of Contents

➤ **Agenda from Graduation**

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- Participation Agreement
- Political Panelists
- Career Panelists
- Service Project
- 2013 – 14 Junior Commissioners
- 2013 – 14 Commission on the Status of Women

➤ **Focus Group Summaries**

- Paige Amormino: How Does the Lack of Female Politicians Affect Girls' Confidence?
- Morgan Apostle: Eating Disorders
- Meghan Bogges: Teenage Salaries: Training Future Chauffeurs of America?
- Andrew Campbell: Empowering Youth and Women
- Meghan Forbes: Teen Pregnancy
- Jeanette Jin: Perceptions of Rape
- Soo Min Kan: Genderism in the Form of Discrimination
- India Kellogg: The Pressures We Face as Teens
- Evie Klaassen: Teenage Views on Virginity: Myth vs Education
- Briallyn Mansell: Sex Education: How Effective is it?
- Mackenzie Nekton: Self-Harm: Let's Talk About it
- Mary Rose Ohlin: Percentage of Homeless Girls in Sonoma County
- Erika Strauch: Approach to Education: Co Ed vs Single Sex Ed.
- Taylor Wang: Women in Leadership: Breaking through the Stereotype

COMMISSION ON THE STATUS OF WOMEN
Junior Commissioner Project 2013-2014
Monday, April 14th, 2014

AGENDA

I. Welcome

- a. Roll Call
- b. Acknowledgement of Commission Members, Parents, Guests
- c. Review and Approval of March 10th Commission Meeting Minutes

II. Review of Junior Commissioner Projects: Career Panel, Service Project, Legislation Day

III. Junior Commissioner Presentations (in alphabetical order by Junior Commissioner)

Junior Commissioners will present their findings from focus groups held on issues affecting young women in Sonoma County. A questions and answer segment will follow the end of the presentations.

- o Paige Amormino: How Does the Lack of Female Politicians Affect Girls' Confidence?
- o Morgan Apostle: Eating Disorders
- o Meghan Bogges: Teenage Salaries: Training Future Chauffeurs of America?
- o Andrew Campbell: Empowering Youth and Women
- o Meghan Forbes: Teen Pregnancy
- o Jeanette Jin: Perceptions of Rape
- o Soo Min Kan: Genderism in the Form of Discrimination
- o India Kellogg: The Pressures We Face as Teens
- o Evie Klaassen: Teenage Views on Virginity: Myth vs Education
- o Briallyn Mansell: Sex Education. How Effective is it?
- o Mackenzie Nekton: Self-Harm: Let's Talk About it
- o Mary Rose Ohlin: Percentage of Homeless Girls in Sonoma Co.
- o Erika Strauch: Approach to Education: Co Ed vs Single Sex Ed.
- o Taylor Wang: Women in Leadership: Breaking Through the Stereotype

IV. Announcements and Closing

Board of Supervisors Meeting: May 13th, 2014 at 8:30 AM
575 Administration Drive, Room 100A, Santa Rosa

V. Meeting Adjournment

VI. Reception

History of the Junior Commissioner Project

In 1994, the Sonoma County Commission on the Status of Women developed the Junior Commissioner Project as a mentorship project to provide high school youth age 14 to 18 with an introduction to County government as well as an opportunity to enhance leadership skills by observing women leaders in our community. This nationally recognized project serves as a learning experience for high school students regarding issues of women's equity and advocacy. Each year, the project includes a series of activities and projects that allow the Junior Commissioners to:

- Actively participate in County government and take an active role in advocacy;
- Develop communication, facilitation and presentation skills;
- Learn about the issues that impact the lives of women and girls;
- Become empowered to make a positive impact on their communities;
- Foster their leadership skills;
- Strengthen their self-esteem; and,
- Complete a Service Project that benefits women.



2013-2014 Junior Commissioner Project

**By: Commissioners Linda Kay Hale, Johanna Jagers,
And Dalia Bravo**

As part of this County-approved annual leadership program for high school youth, young people from throughout the County gain the opportunity to strengthen their leadership skills, learn more about advocacy and governmental processes, acquire knowledge about issues that impact their lives, and present that information in a formal setting. This year's group had the mission of leading independent focus groups to discuss topics of special interest to the Junior Commissioners.

The year's agenda began with written applications, followed by phone interviews conducted by SCCSW Commissioners. Those chosen to participate were invited to an extended orientation. During this time, they were able to learn about the Commission and issues affecting young women, and how to conduct a public meeting using Robert's Rules of Order. They created their own guide for conduct and communication, and agreed to use these following guidelines in their interactions:

Be bold Be open-minded Be respectful

Keep it focused Keep confidentiality

Foster a safe environment

Be nice Be willing to share Be informed

Pay attention

Have an investment in the success of the

Junior Commission

Have fun

On October 14th, 2013, the Junior Commissioners took the Oath of Office, making them Officers of the County of Sonoma for the duration of the 2013-2014 Junior Commissioner Project. This group of exceptional young people continued fulfilling their duties in leadership at their own meetings, as well as attending and participating in meetings of the Commission on the Status of Women where they observed Commission business, reported on their own Junior Commission business, and heard from representatives from the community who presented information on locally relevant issues, such as Social Advocates for Youth. The Junior Commissioners also heard from a panel of successful female professionals (listed below), who shared their experiences as women entering and working in their respective fields.



Political Panel November 18, 2013

- ❖ *Supervisor Susan Gorin Santa Rosa City Council Member Julie Combs*

Career Panelists - February 10th, 2014

- ❖ **Sonoma County Assistant District Attorney, Christine Cook**
- ❖ **Sr. Law Clerk Megan Rowell, Sonoma County District Attorney's Office**
- ❖ **Laurianne Tasker, Esq. Clement, Fitzpatrick, & Kenworthy Inc.**



People who made it happen...

- ✓ **Assemblyman Marc Levine**
- ✓ **Supervisor Susan Gorin**
- ✓ **Deputy DA Sharmalee Rajakumaran**
- ✓ **Judge Julie Conger**
- ✓ **District Director Maddy Hirshfield for
Assemblyman Wes Chesboro**
- ✓ **Cat Cvengros of SAY**
- ✓ **Pamela Powers &
The Sloan House Staff**



Junior Commissioner Projects

In 2010 the Junior Commissioners decided to add a service project to give back to their community. This year the Junior Commissioners were able to work with the Sloane House where they planted a garden and adopted a room, providing it with blankets, pillows, and bedding along with household donations. The Sloane House is a non-profit organization which serves the community as a Women's Emergency Shelter and provides services to help to those in need in Santa Rosa, CA and surrounding cities.

The Junior Commissioners also had the opportunity to meet their elected State representatives and/or their staff in their local offices. As the Junior Commissioners continued to learn about advocacy and organizing, they each held a focus group to collect data about a topic of interest. The Junior Commissioners analyzed their data, summarized their findings and conclusions, and turned their research into formal reports that were shared with their representatives and will be presented this evening. On May 13th, 2014, the Junior Commissioners will be formally recognized by the Board of Supervisors for their work. It's been an excellent year for Sonoma County's Junior Commissioners!

Highlights of the Year 2014

- ❖ Meeting Lynn Woolsey (Tribute written by Junior Commissioner Mary Rose Ohlin). It was an honor to have Congresswoman Lynn Woolsey attend our March 10th Junior Commissioners' Meetings. She was one of the most liberal members elected to the House during the Clinton Administration. When she began her work in Congress, she said she didn't know anything about the way the Federal government ran having only served on a local city council, so she hired the best people to assist her. She didn't try to please everybody or to change her view of things just to fit mainstream Washington. She wanted to fully represent her community and the views of the people she served. She was a senior member on the technology and environmental committee (alternative energy sources). She was the first member to speak on the Floor about the bill to bring home troops from Iraq. She currently serves as the National President for Americans for Democratic Action which was established by Eleanor Roosevelt. Lynn is the second woman to be president of the organization. Her legacy will be the sanctuary on the Sonoma Coast that prevents oil and gas drilling forever. To a Junior Commissioner's question, she responded that the most important thing is to get big money out of politics. Unless that changes, we will lose our democracy.



- ❖ Sponsoring three Junior Commissioners to the California Association of Student Councils for leadership and policy training thanks to Junior Commissioner Paige Armormino.
- ❖ Junior Commissioner Briallyn Mansell setting up a closed Facebook page for the Juniors.
- ❖ A video interview of students on peer pressure created by Junior India Kellogg was shown on our Legislation Day to the attending members of the Sonoma County Board of Supervisors.
- ❖ Junior Commissioner Andrew Campbell's project was to set up a link online so young women can post opinions and make them accessible to lawmakers.
- ❖ Junior Commissioner Mary Rose Ohlin arranged for a presentation about the Commission on the Status of Women for Unity Day at El Molino High School in Forestville on April 1, 2014.



2013-2014 Junior Commissioners

Paige Amormino – 4th District

Morgan Apostle – 1st District

Meghan Bogges – 5th District

Andrew Campbell – 5th District

Meghan Forbes – 4th District

Jeanette Jin – 2nd District

Soo Min Kan -4th District

India Kellogg – 1st District

Evie Klaassen – 4th District

Briallyn Mansell – 5th District

Mackenzie Nekton -5th District

Mary Rose Ohlin -5th District

Erika Strauch -1st District

Taylor Wang -1st District

Project Support

Daniela Pavone, Chair of the 2013-2014 CSW

Linda Kay Hale – Project Co-Chair/Commissioner 1st District

Johanna Jagers – Project Co-Chair/Commissioner 1st District

Dalia N Bravo – Project Co-Chair/Commissioner 2nd District

Commissioner Jan Kiely and Tracy Cunha-Commission Secretary

And the District Directors for the Sonoma County Board of Supervisors

Sonoma County Board of Supervisors

Susan Gorin: 1st District

David Rabbitt: 2nd District

Shirlee Zane: 3rd District

Mike McGuire: 4th District

Efren Carrillo: 5th District

2013-2014 Commission on the Status of Women

Connie Aust - 5th District

Mary Basham - 3rd District

Dalia N Bravo - 2nd District

Cindy Williams - 2nd District

Regina De La Cruz - 3rd District

Linda Kay Hale - 1st District

Pattie Heisser - 5th District

Johanna Jagers - 1st District

Jan Kiely - 4th District

Lannie Medina - 4th District

Daniela Pavone, Chair - 1st District

Doris Reyes - 3rd District

Karen Wallace - 4th District

How Does the Lack of Female Politician's Affect Girl's Confidence?

Paige Amormino, Cardinal Newman

The great author and civil rights activist Maya Angelou once said "Words mean more than what is set down on paper. It takes the human voice to infuse them with deeper meaning." But what if that voice only represented half of the population? The truth is that the female voice in today's U.S. government is hardly a whisper. While almost 51% of the American population is female, only 18.5% of members of Congress are women. This means that women are severely underrepresented not only in American politics, but also in our decision-making process. But what does this mean for young women in Sonoma County?

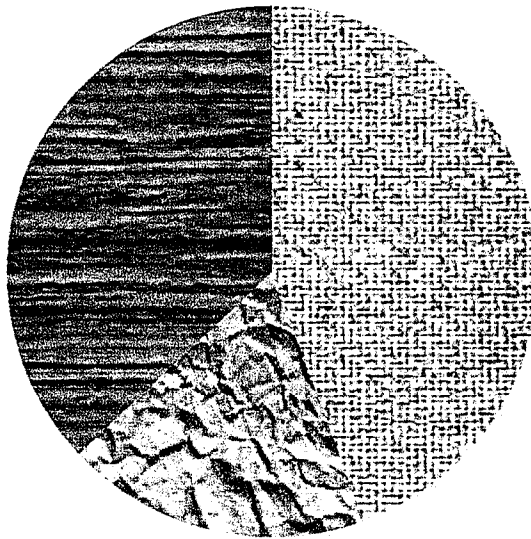
On March 14, 2014, 63 students from Cardinal Newman High School's Advanced Public Speaking and AP English Language classes were surveyed in order to make sense of how this underrepresentation of women in government is affecting today's youth. These high-achieving students were asked to list the names of any male politicians that they could think of, and then were asked to do the same with female politicians. The number of names of male politicians the students could think of averaged 15. Yet when students tried to list the names of the female politicians, they could only list 4 on average. Some students named as many as 60 male politicians, while the most names listed for female politicians was 12. This means that the number of male politicians that students knew was about quadruple the number of females.

Next, the students were asked how confident they would feel giving an impromptu speech to their class on a subject that they knew really well. Students were able to choose anxious, neutral, or confident for this question. While 54% of male students said that they would feel confident giving the impromptu speech, only 37% of female students said that they would feel confident. On the other side of the spectrum, only 14% of the male students said that they would feel anxious to give an impromptu speech, while 44% of the female students said that they would feel anxious. This means that while over half of the male students would feel confident speaking publicly, almost half of the female students would get anxiety from the same task.

Over 20 years after the Year of the Woman, it seems that equality is still decades away. Society's youth finds its role models in today's leaders, and the fewer female leaders, the fewer female role models for young women, and the less confidence for them as well. If today's youth can name only about 1 female

politician for every 4 male politicians, how will Sonoma County's young women be able to find the role models they need to become more confident in their public speaking abilities? Empowered women empower women. Yet the lack of them in the public eye has led to a gender gap in confidence that cannot be quickly remedied.

Girls' Confidence in Public Speaking

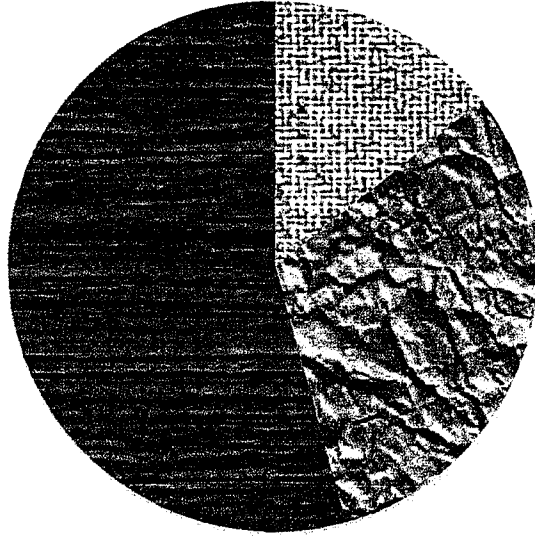


■ Anxious-44%

□ Neutral-19%

■ Confident-37%

Boys' Confidence in Public Speaking



- Anxious-14%
- ▨ Neutral-32%
- Confident-54%

Eating Disorders

Morgan Apostle, Sonoma Academy

Every year, more and more is done to raise awareness about a very serious issue in Western society: eating disorders. Now, there is even a National Eating Disorders Awareness Week. How many high school students are truly “aware” of the full scope of eating disorders, though? Are we being educated on the full range of eating disorders, warning signs, root causes, and how to help? Essentially, are we being given the tools we need to fight the spread of eating disorders?

In this report, I have surveyed the students at my school and collected their responses on a variety of questions. The very first questions I asked were very simple: Do you know anybody that has or has had an eating disorder? And have you yourself ever had an eating disorder? 87.5% of the respondents knew somebody with an eating disorder, and 14.29% had had one themselves. It may initially seem surprising to hear that so many teenagers had known someone with an eating disorder, but after all, one of the slogans of National Eating Disorders Awareness Week is “everybody knows one.” It is estimated that over twenty-four million Americans have had an eating disorder at some point in their lifetime. One in two hundred American women suffers from anorexia, and two or three out of every two hundred American women suffers from bulimia. Perhaps even more disturbing is the fact that 95% of people suffering from eating disorders are between the ages of twelve and twenty-five, the most critical time for development in one’s life. (South Carolina Department of Mental Health.)

With all these facts in mind, it’s easy to see that eating disorders affect the lives of teenagers greatly, whether they are the one who is suffering or they are close with someone who is. It is fairly difficult to get through high school without knowing a single peer with an eating disorder, sad as that may be. The real question is how well we are educated on the subject. As expected, I got a wide variety of answers. When I asked how students defined “eating disorder,” some gave a response along the lines of “any eating habit that is not healthy.” However, the vast majority of respondents only defined anorexia and bulimia. While these are the most common and most well-known eating disorders, they are by no means the only ones. Other disorders include pica (an appetite for substances largely non-nutritive) and binge-eating, which is too often overlooked. The disturbing trend here is that students do not even know the full range of eating disorders – they could be suffering from one, and have no idea where to go about getting help. Perhaps they would not even know they needed help. When so many teenagers

(especially, but not limited to, females) are suffering from an eating disorder, it is imperative that we have the knowledge we need to help ourselves and our friends. This information could be life-saving.

The next question I asked was, What are some warning signs of disordered eating? Again, some of the answers were broad, along the lines of “a change in pattern in eating.” Most of the respondents gave the answer of, “getting skinnier or fatter.” While this is not necessarily wrong at all – rapid weight loss is clearly a sign of anorexia – it is important to note that bulimics do not often have this rapid weight loss. When we look at the statistics (one out of every two hundred women in America suffering from anorexia, two or three out of every two hundred suffering from bulimia) we do indeed see that bulimia is the most common eating disorder in the United States, contrary to popular opinion. The alarming pattern here is that warning signs to the *most common eating disorder* in the United States are often not even discussed. 25% of American college-age women engage in bingeing and purging as a weight management technique, according to the National Association of Anorexia Nervosa and Associated Diseases. Warning signs of bulimia include cuts on the knuckles from shoving fingers past teeth into the throat, watery eyes, constantly going to the bathroom after meals, bad breath, yellowing teeth, and stomach acid floating on the top of a toilet bowl. Only one of the responses even mentioned at least three of these signs. Even advocates for positive body image refuse to discuss bulimia, making it a somewhat taboo subject. I personally once even heard a student ask an eating disorder educator what the warning signs of an eating disorder were. Her response? “When they stop eating.” This was especially disturbing to me, because once again, she is not wrong; unfortunately, this doesn’t even begin to cover the subject of warning signs. Educators are coming to schools, and are simply not giving students the information they need to spot an eating disorder and catch it before it becomes serious – particularly when it is the most common eating disorder in the United States. A side effect of the stigmatization of bulimia (throwing up is too “gross” for most people to want to talk about, most TV shows to want to portray, and most authors to want to write about) is that teenagers know little to nothing about the potentially devastating effects. If nothing else, we should be helping middle- and high-schoolers spot these warning signs.

Perhaps the most complicated question I asked was, What would you do if someone you knew had an eating disorder, and nothing was being done to help them? Many of the responses were refreshingly honest, as the survey was anonymous. The answers ranged so widely that I could sense no general trend. While many said that they would tell a responsible adult, some of them said “I don’t know,” or “I would talk to them myself” or “If I didn’t know them well, I’d probably

assume they were getting help. I'd be a little scared to talk to them myself." Obviously, getting someone suffering from an eating disorder the help they need can be terrifying; students worry about losing a friend. And, as some of the responses emphasized, many students simply don't know what they would do. This is less of a reflection on the education we are getting, but simply an interesting facet of the conversation. We are socialized to tiptoe around eating disorders – it can feel embarrassing to confront someone that you think might be suffering from one. If anything, what we can get out of this question is a need for de-stigmatizing eating disorders.

In my opinion, the most interesting question I asked was what the respondents thought that the root causes of eating disorders were. Some said body image issues, some said bullying, and many pinpointed a need for control. This need for control is accepted by most mental health professionals as the leading cause for eating disorders. To further illustrate this point, I talked to a friend of mine who survived anorexia (she will remain anonymous for the purposes of this report; we can call her A.) In middle school, A felt like she was losing control over her life completely. A family member was in rehab for a drug addiction, her parents were always fighting, and her grades were slipping. "I knew that I wasn't fat in the traditional sense, but I felt fat. And I felt like if I could just stop *feeling* fat, that I would feel better." This is consistent with the fact that in our society, "fat" is marketed as a feeling. You see magazine covers with happy models, telling you the secrets to getting thin quick. The underlying message is that thin-ness, attaining supermodel skinniness, will solve your problems – that your weight is easy to control, that if you are not skinny you are just being lazy, and that once you are thin you will be happy. So for many people with eating disorders, the origin of their problem was not feeling like they were fat; the origin of their problem was feeling unhappy (according to the National Association of Anorexia Nervosa and Associated Diseases, almost 50% of those suffering from an eating disorder meet the criteria for depression.) Many of my respondents expressed this sentiment, realizing that eating disorders are a complicated topic that cannot really be simplified into one root cause.

The fact that eating disorders affect teenagers on a day-to-day basis is irrefutable. As the third leading cause of death among teenage girls, it is very important that we, as I said earlier, have the right tools to combat it. However, education regarding eating disorders is spotty at best. We are not taught the full range of eating disorders, or the wide variety of symptoms. Most schools will have a half-hour discussion about eating disorders and call it a day. The complaint that most parents have about eating disorder education is that it "inspires" students to

develop an eating disorder – i.e., the argument often used against drug education: that students do not know what an eating disorder is, and would never think of developing one until the school tells them that it exists. This logic is faulty and this assertion, blatantly false. Eating disorders are currently part of our social fabric, and staying silent and pretending the problem does not exist will not solve the existing harm. Teens see portrayals of eating disorders in TV shows (most shows aimed towards teenagers will discuss it at some point), movies, books, and magazines. Eating disorders did not start developing out of nowhere: American society is built around this thin ideal, this idea that “fat is a feeling.” While not just the media, but society itself, is portraying “fat vs. thin” in this way, there is no avoiding the topic. To do so is irresponsible and unfair to the girls and boys whose very lives are threatened by this issue. Education around eating disorders must improve: Period. We all need to take steps to de-stigmatize the conversation, call attention to the problem, and take action. While there are so many lives at stakes, we cannot afford to let students miss out on vital information. My final question was if students felt that they had been adequately educated on the subject of eating disorders throughout their academic career. The results speak for themselves: 27.27% said yes, 27.27% said no, and 50.91% said “sort of.” With approximately 326 people dying per week of eating disorders (The Eating Disorder Foundation), “sort of” simply does not cut it. We need better education beginning on a middle-school level, and we need it now.

Teenage Salaries: The Incoming Chauffeurs of America?

Meghan Bogges, Piner High School

In the recent economic recessions the amount of jobs decreased significantly. With the unemployment rate rising, people are starting to lose their houses, their families, and go hungry. Even in Santa Rosa, I have seen more and more homeless people begging for change. As a teenager, I knew how difficult it would be to get a job, but luckily I landed a fantastic job. Though I love my job, I know many teenagers, especially women, are suffering silently. At least, this is what I thought was true.

For about five months now I have worked in the food business as a part time job. I go to school like any other teenager and play sports for my school. When I'm not doing either of these I am working, sleeping, or doing homework. Some of the greatest parts of my day though are when I go to work. All of my coworkers make me laugh and we have a good time and get the job done up to standards. We are one of the best stores, and we enjoy our jobs. After what I had learned about the many divisions my fellow classmates worked in, I could not help but be as grateful as to where I work and the people I work with. I knew before my survey that not every job was like mine. I got lucky. For many teenagers a job is a way to pay the bills or get away from home. I wanted to understand much more about the way teenagers are treated in this recovering society.

My focus group consisted of 74 honors/AP students at my school in 11th grade. I surveyed both people who did have a job and those who didn't. I asked those who didn't have a job to answer for a teenager they knew. For the specific questions that dealt with how someone feels at work I removed the people who didn't have a job. I found that this focus group gave me many interesting and broad amounts of data that I was able to condense and make it easier to work with. My survey included questions regarding: treatment between women and men, wage amount, relationships between coworkers and bosses, etc. I also made my survey anonymous so everybody could answer what they wanted to.

In my survey I found out exactly how difficult it was for many of my classmates to land a job and how difficult it is for the ones applying now. About 72% of my classmates mentioned that the reason they wanted a job was to pay for college; without a job there was no way they were going to be able to attend college. In fact this is the main reason I currently have a job. About 20% mentioned they would use it toward an investment in their future.

I intended to find out what areas of business my classmates worked in to find a difference or correlation between the pay wage and treatment of different genders. Overall the lowest pay wage was barely over minimum wage, which also consisted of long shifts.

This category was in the food division. I found this to be believable because I have friends who work in this business, but it still shocked me. The pay increased, but nothing drastic occurred. There was nobody in my survey who was paid over \$9.75 an hour. Even the most backbreaking of jobs were barely over minimum wage. Of course since these types of jobs require that the student work less hours, it didn't seem worth it.

About 88% of my focus group said that their bosses were not very nice and had specific favorites. As many people as I know do not like their bosses, I never would have imagined that this percentage would be so high. It could be part of the teenage rebellion or just a bad day they had at work. They also reported that teenagers at their place of work were treated below those of a higher age, probably because they wouldn't revolt. In my job, we are practically all teenagers and nobody cares how old you are. Everyone is asked to perform with the skills they have and age doesn't matter. As far as the treatment of people due to their gender, I found very little. There were only two people who said that there was an incident in which the verdict was reached on gender. Most students reported that age was a more important factor and your gender didn't matter.

Most people don't believe teenagers should be working, and other people believe that teenagers are too lazy in today's fast paced world. There is so much that people expect teenagers to do that it is ridiculous, but a teenager that wants to stare adversity in the face deserves respect. This is the way to prepare the next generation for the future not to bring them down and make them hate work. I recently had a friend who got pushed over the edge and he quit. He was so excited when he got the job, like a kid in a candy store. After about three months he quits his job, because he was treated like trash. Instead of tearing down this generation, we should be building this generation up and not let there be a difference between young or old.

Empowering the Female Youth of Sonoma County

Andrew Campbell, Piner High School

Mission Statement: To empower The Female Youth of Sonoma County, allowing the underrepresented group to have a voice in state and local politics.

Close to 50,000 individuals make up the female youth of Sonoma County, nearly 13% of the county's population. These individuals consist of elementary children to high school students under the age of eighteen. In the creation of this focus group project, I have interviewed young women from the age of ten to eighteen, gathering their thoughts and opinions. Some of the statements listed in this report are paraphrased in order to ensure clarity, but all statements stay true to the owner's actual intentions.

When I set out to find how represented the female youth of Sonoma County is I did not know what to expect. I understood the fact that they were minors and did not "officially" have a political voice, but I was ultimately shocked to discover how underrepresented the female youth is in Sonoma County. A population that makes up more than one tenth of the people in Sonoma County nearly did not have a voice at all. In fact only certain outgoing girls admitted to having a say in politics.

I began my report by asking the simple question of "Do you think you have a say in politics and why?" to about seventy girls between the ages of 12-17. I thought that this simple question would be easy to comprehend; it didn't have any clear bias and would get me a lengthy reply. To my dismay, most of the subjects neglected the why portion of the answer, but the ones that explained their observation I wrote down in great detail. Every answer I received from that simple question was or revolved around "no". One might expect that a few of the seventy or so girls I asked would agree that they had a voice, but that was not the case. They explained that they did not have the right to vote or be able to hold offices; therefore they had no voice. As one girl explained it, "Who am I? I can't vote nor would my vote matter if I was able to do so. Decisions are made by old white men, and that will not change, so why fight it?" This statement amazed me. It is not that they do not know or care about politics; they just have the impression that their opinion cannot be heard.

This idea was almost universal with every girl I asked. Why is this the ideology amongst our female youth? At what point in time did the concept that a valuable young female opinion should be looked at as worthless and non-contributing? Sadly I do not have

the answer to this important question facing American youth today. But I do have an idea of how we can help fill the gap between politics and our female youth. The female youth deserve a voice in some of the many decisions made by politicians that will directly impact their life.

The idea is simple: create a bridge that will connect our female youth's valuable opinion with local and state politicians. An on-line page should be made available that will easily allow female youth to voice their opinions openly and allow politicians to browse through the opinions before they vote on a topic that will impact young women. It should be a place where young girl and politicians can collaborate about political issues that face youth women today. I chose Facebook as the carrier of this page due to the associability, the popularity amongst teens and the ability to reach an extremely large audience. In order to reach a large female audience, I have advertised the page to all of the Junior Commissioners and multiple youth organizations within Sonoma County in hopes that the word will spread. To get the politicians in Sonoma County and Sacramento knowledgeable about the page, I will write letters informing them of the dilemma facing girls today while advertising the page as the solution. I believe that this page will be the key to empower young women and change opinions. By empowering the female youth in Sonoma County, we will allow our girls to finally have a voice in politics.

"Voice of the Female Youth" - Facebook Webpage

-<https://www.facebook.com/voiceofthefemaleyouth>

Letter That Will Be Sent to State and Local Politicians:

Dear Representative____,

My name is Andrew Campbell and I am contacting you on behalf of my Sonoma County Junior Commission for The Status of Women project. I wanted to inform you of a large dilemma that our female youth is facing today. I have conducted a study to find out exactly how represented our female youth in Sonoma County feel. I think you would be amazed to understand that none of the one-hundred or so girls I interviewed felt that they had a voice in politics. To fill the gap between our female youth and politics, I have created an on-line page where girls in Sonoma County can voice their opinion about controversial issues that would directly impact them. To correctly fill this gap, the female youth need your help. We encourage you to Like the page and browse it when controversial issues concerning female youth arise. This will allow for "direct democracy" where the female youth of Sonoma County can contribute opinions to political representatives such as you. Again, please browse the "Voice of The Female Youth" when controversial topics arise.

<https://www.facebook.com/voiceofthefemaleyouth>

Yours Truly,

-Andrew Campbell

(707) 477-0013

Sonoma County Junior Commissioner for the Status of Women

In conclusion, this report has been eye opening to see the huge dilemma that faces our youth today: a chasm between the individuals that serve in office and the young girls at home who feel as if their opinion does not matter. We must not allow this problem to continue to grow, but rather we leaders in Sonoma County should take action to resolve this dilemma. The Sonoma County CSW has given me the opportunity to promote the site that shall fill this gap, educate our female youth in politics, and take action to create a bridge between the female youth and their right to influence politics.

Teen Pregnancy

Meghan Forbes, Piner High School

Teenage pregnancy is defined as any pregnancy in adolescents, intentional or otherwise. Teen pregnancy has always existed, but it has become more prevalent in recent years. This has been widely accredited to several main causes: parental neglect, glamorization of pregnancy in teens, teenage ignorance, teenage substance abuse, peer pressure, and sexual abuse/rape. In order to get a better understanding of the perceptions that teens have on the issue, I surveyed twenty of the sixty eight students (ten female, ten male) currently enrolled in Piner High School's AP Language and Composition classes.

The survey was composed of fourteen yes/no questions. The results were as follows:

1. Would you use contraception, if available?

Girls:	Boys:
Yes- 10	Yes- 9
No- 0	No- 1

2. Would you still have sex if no form of contraception was readily available?

Girls:	Boys:
Yes- 0	Yes- 5
No- 10	No- 5

3. Do you feel fully educated about the risks of unprotected sex?

Girls:	Boys:
Yes- 5	Yes- 8
No- 5	No- 2

4. In situations of teen pregnancy, excluding those of rape, do you think abortion is a viable option for teen girls to have?

Girls:	Boys:
Yes- 9	Yes- 7
No- 1	No- 3

5. Should contraception be easily accessible to teenagers in schools/stores?

Girls:	Boys:
Yes- 9	Yes- 9
No- 1	No- 1

6. Do you think shows like "Teen Mom" and "16 and Pregnant" are contributing to the rising teen pregnancy rates?

Girls:	Boys:
Yes- 8	Yes- 5
No- 2	No- 5

7. Should parents be more prepared to teach their children to practice safe sex rather than avoiding the subject altogether?

Girls:	Boys:
Yes- 10	Yes- 10
No- 0	No- 0

8. Should both partners take responsibility in taking precautions in practicing safe sex?

Girls:	Boys:
Yes- 10	Yes- 10
No- 0	No- 0

9. Should schools provide accommodations such as daycare, for teen parents?

Girls:	Boys:
Yes- 3	Yes- 4
No- 7	No- 6

10. Do you think providing good and thorough education about different contraceptives whether at home or in school, will lead to promiscuous behavior in teens?

Girls:	Boys:
Yes- 3	Yes- 4
No- 7	No- 6

11. If contraception were easier to obtain, do you think teenagers would engage in promiscuous activity more?

Girls:	Boys:
Yes- 3	Yes- 4
No- 7	No- 6

12. If education on safe sex and the consequences of not using contraception were provided in school, do you think teenagers would take more precaution before engaging in sexual activity?

Girls:	Boys:
Yes- 10	Yes- 8
No- 0	No- 2

13. Do you think peer pressure plays a large role in teen pregnancy:

Girls:	Boys:
Yes- 8	Yes- 7
No- 2	No- 3

14. Should parents play a large role in supporting their pregnant teen?

Girls:	Boys:
Yes- 9	Yes- 7
No- 1	No- 3

Overall, most female answers were the same, whereas the males' answers differed more between individuals with no real patterns. The females' responses supported education and the responsibility of safe sex practices, and the rights of teen mothers when asked about abortion. Since no pattern existed in the males' answers, there wasn't a correlation between genders except for near unanimous agreement concerning the use, responsibility, and accessibility of contraception, parental and school involvement in teenage sexual education, and the shared responsibility of sexual partners to practice safe sex.

Perceptions of Rape

Jeanette Jin, Casa Grande High School

Echoing through the halls of American history, victims of rape serve as constant reminders for the need of social reform in the United States. Even today, perceptions of the definitions of rape vary, but the truth remains the same: regardless of any circumstances, rape is forced sex. The ramifications of a victim of rape are both emotional and physical. Rape is a catalyst for negativity. Just one rape means the potential for an unwanted pregnancy or a deadly STD; it means feeling guilt, shame, and hate, not just at the offender, but at oneself; it potentially means going through an emotional court case and watching the offender escape from justice and being forced to see his face everyday; it means trying to integrate oneself back into the community and being labeled a “whore” or a “slut;” it means spending hours considering crossing the thin veil between life and death; it means asking some greater power, “Why me?” and knowing there will be no response; it means pain and no guarantee of improvement.

In America, every two minutes, someone is sexually assaulted, and one in every six women is a victim of rape or attempted rape (RAINN). Just as shocking, America’s military, an organization dedicated to protecting American citizens, seems to have set a double standard, especially when according to author Caitlin Bancroft, a writer for a news source, “women are 15 times more likely to be raped by a comrade than killed by an enemy” and women “have an estimated 86.5% chance of... [keeping the assault a] secret and a 92% chance of [not getting help from] a court-martial” (Speier). It has not been until recently, after years of condemning women in the military with a lack of legislation, that Senator Claire McCaskill’s sexual assault bill was passed with a unanimous vote, which proves that despite the need for improvements in the perceptions of rape, progress is still attainable.

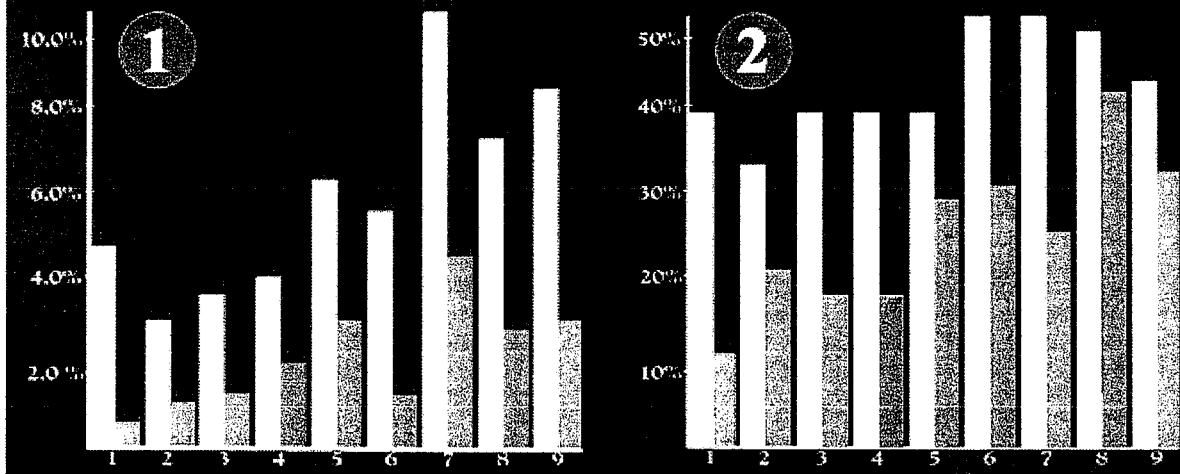
This progress can be especially seen in a survey conducted by the Journalism staff in Casa Grande, a high school in Petaluma. About 1600 students were given surveys and the data was all compiled into Graph 1 below.

Students responded to a survey also given in the 1970s at a Los Angeles high school. Graph 1 displays student's answers, while Graph 2 exhibits those of the 1970s teenagers.

It is ok for a man to hold a woman down and physically force her to have sex if...

1. he spent a lot of money on her.
2. he is so turned on he thinks he can't stop.
3. she has had sex with other people.
4. she is stoned or drunk.
5. she lets him touch her above the waist.
6. she is going to but changes her mind.
7. she has led him to believe she wants to have sex.
8. she gets him excited sexually.
9. they have dated for a long time.

■ Males ■ Females



The journalism staff distributed a survey given to a Los Angeles high school in the 1970s asking if "it is ok for a man to hold a woman down and physically force her to have sex" in various situations. At first glance, it seems as if only minor improvements in the perceptions of rape are represented; however, at a closer glance, the scales on the y axis of graph one (Casa Grande High school) are scaled every two percent, where 10.8% of males answered yes to number seven and the graph of number two (the high school in Los Angeles) are scaled every ten percent with males answering yes 54% of the time to questions six and seven. 10.8% of males at Casa Grande believe it is okay for a man to hold a woman down and physically force them to have sex if she has led him to believe she wants to have sex compared to 54% at the high school in Los Angeles. Although there is a 40% difference in beliefs for the seventh question, 10.8% of male teens means that almost 1 and 10 male teens believe it is okay to rape a woman given the situation described in number seven which means that 1 and 10 teenage males could be potential rapists, and with 44% of rape and sexual assault cases occurring in victims under 18, the survey further reinforces that perceptions of rape need to be reformed, especially among the youth (RAINN).

As Pope Francis once said, "The youth are the window through which the future enters the world." If the youth represent the future, and at the same time, have such inaccurate percepts of rape, the future is looking grim. Fortunately, perceptions of rape are improving and more and more legislation is being passed for women's rights. The future is looking increasingly bright as people recognize that there is a need for social reform and they take the actions necessary for change.

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Genderism in the Form of Discrimination

By Soo Min Kan, El Molino High School

The AB 1266 Law—the School Success and Opportunity Act created to reduce discrimination against transgender students at school—that has been signed into law by Governor Jerry Brown on August 12th, 2013 roused many voices of concern amongst the public. It is the law that states if a student in K-12 grade level identifies themselves as a gender opposite to their sex, they are able to use the bathroom of that identified gender. The National Transgender Discrimination Survey found 78% of transgender students have been harassed because of their gender identity. Out of this survey, it was shown that 35% of students who were harassed suffered from physical assault, and from those students, 15% have left school in order to escape the horrors of these harassments. This data shows that, the Ab 1266 Law promises to protect and stop these provocations against transgender students and secure their safety in school. However, while the law gave supports for the students of gender minority, the opposing opinions about the law across California were in force to repeal AB 1266. They argued that the law didn't prevent bullying, but rather provoked bullying for the transgender students.

In order to understand these concerns and come up with probable resolutions, I decided to conduct a Focus Group project regarding how high school students feel about this law. The issue on genderism and homosexuality is a subject of interest to many students at El Molino High School, where I attend. For this reason, the answers for the surveys varied and were surprising, as they gave me insights on teenage thought about this issue. The survey consisted of oral conversations and short “YES or NO” questions that were asked online via social networking to 10 sophomores, 10 Juniors and 10 Seniors of El Molino high school. Because El Molino has a complex situation for passing out surveys in class, doing my research orally and online amongst my trusty peers (11 girls and 9 boys) seemed the best and easiest way to complete my survey.

With brief information explaining about Ab 1266 Law, the questions that were asked orally were:

1. Did you know or hear about this law before this survey? If so, what were your impressions, thoughts, about it?
2. What do you think the cons of this law would be? What kind of problems would the law present to your peers?
3. What would be the pros of this law? What would be the benefits of Ab 1266 Law?

About 25% surveyed answered that they have heard of the law. Roughly, these students stated:

1. It was cool
2. A step towards legalizing gay rights
3. An improvements of CA's educational system because they are helping the minority in school and preventing bullying
4. Concerning because there will be stupid teenagers trying to make this law look like a joke by using it to humiliate girls or boys.

The students then answered the last two questions, giving answers such as:

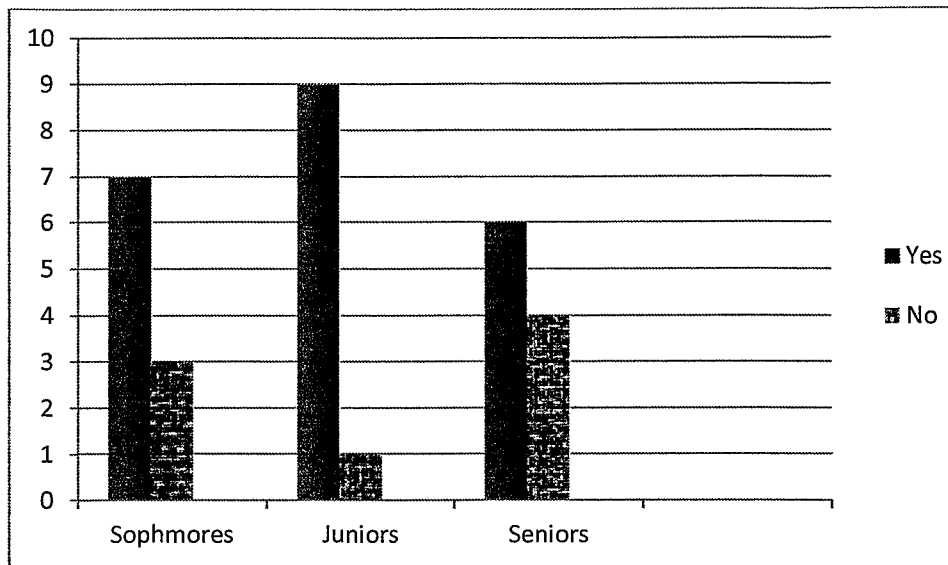
Pros/ benefits	Cons/ problems
1. Gives rights for transgenders at school and would give CA a better reputation amongst people	1. It will start bullying at school because now everyone knows that someone is a transgender and will humiliate the person
2. There will be no secrets or gossiping about a whether or not someone is LGBT, or about their gender issues	2. It can cause school a problem because kids can misinterpret the law and randomly go into a bathroom of different sex and say that it's okay because they are a transgender
3. It would give students a better outlook to society and better opinions, understandings about LGBT. Thus, there will be less discrimination for the sexual minorities	3. People can get uncomfortable knowing that a person of differing sex can share the privacy in a public school bathroom. It may cause problems concerning people's privacy and leave the school
	4. Parents (adults) may feel like its violating the family belief and their want for what the school should be teaching to their children

Surprisingly, when talking to these students, the students seem to find answering about the problems AB1266 will cause much easier than answering about the benefits it will cause. This may be because the students comprehended the law to be new and unpracticed, thus they believed that it will have problems needing to be fixed after the law is addressed to the public. About 50% of the students surveyed expressed their concern about the law being practiced in grades lower than high school because they felt that the maturity and level of understanding of younger students may conflict and add support to the claims to repeal the law. 10% of the students felt that even high school students were not ready to accept the law because of similar reasons others gave for younger students.

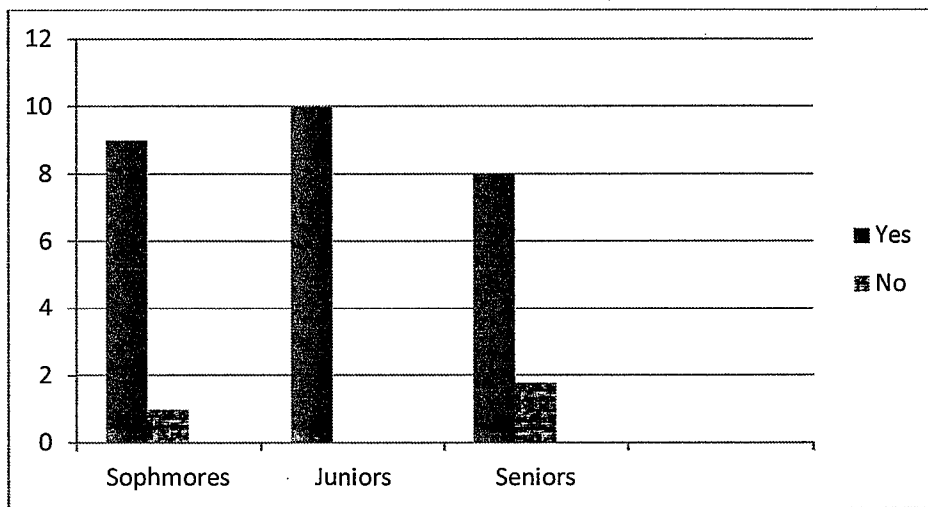
For the Yes or No questions, the two questions were asked to students online were:

1. Do you think that students at El Molino as well as other high schools in the district are capable of accepting the law maturely?
2. Are you for the law or against the law?

The results for the first question were:



The results for the second question were:



As each answers were truthful, it concluded that most students do believe that AB 1266 Law can be approached to high school teenagers maturely and most individuals were almost very in favor of the law.

Teenagers today are changing. Through my survey involving the Ab 1266 Law in California, it is illuminated that many students in California are open minded to giving rights and prevent discriminations to transgender students. Though they are concerned about how the law will come in to play in reality—as they indicated that the law may need some modifications—the majority of students do believe the law will bring out positive outcomes in the future. This shows how many young minds today are developing the knowledge of worldwide issues and are giving their own decisions concerning the matter. As teenagers are the leaders of the future, it is important to note how the teens today react to problems that are sure to continue into the future. The view towards LGBT has certainly changed today than in the past, where conservative stances dominated young minds; it is pleasing to know that teens, at least in Sonoma County, are with positive and supportive attitude towards the LGBT subject.

The Pressures We Face as Teens

India Kellogg, Montgomery High

People talk a lot about 'the pressures we face', but what are they really? Research says that the main pressures that teenagers face is about alcohol or drugs, and that this can lead to bad lifestyle choices. This can lead to alcoholism, and some research even say that peer pressure can often force adolescents to become anorexic or suicidal. This is an astonishing fact, something that you can barely believe if you have never been affected by it.

I surveyed fifty high school students. These students were mainly juniors and all were in higher-level classes. They were each given a survey with five questions about pressures and where they come from. The answers that applied were circled, and the averages of the surveys were taken.

This study uncovered something interesting. Of the fifty high school students surveyed, the majority said that school and their parents were the main pressures that they faced in life. On top of that, a very large amount of people said they felt most of the pressure that they experienced was their own doing. Pressures in high school are not always bad, and sometimes the pressures teens face are positive influences on them. Because the survey subjects were honor students, it falls in line that they found themselves pressured by school and their parents. However, what is interesting is that they mainly felt pressured by themselves. This shows a very interesting trend in teenagers, the idea that teens pressure themselves calls into question whether or not teens pressure each other as much if they are focused on school.

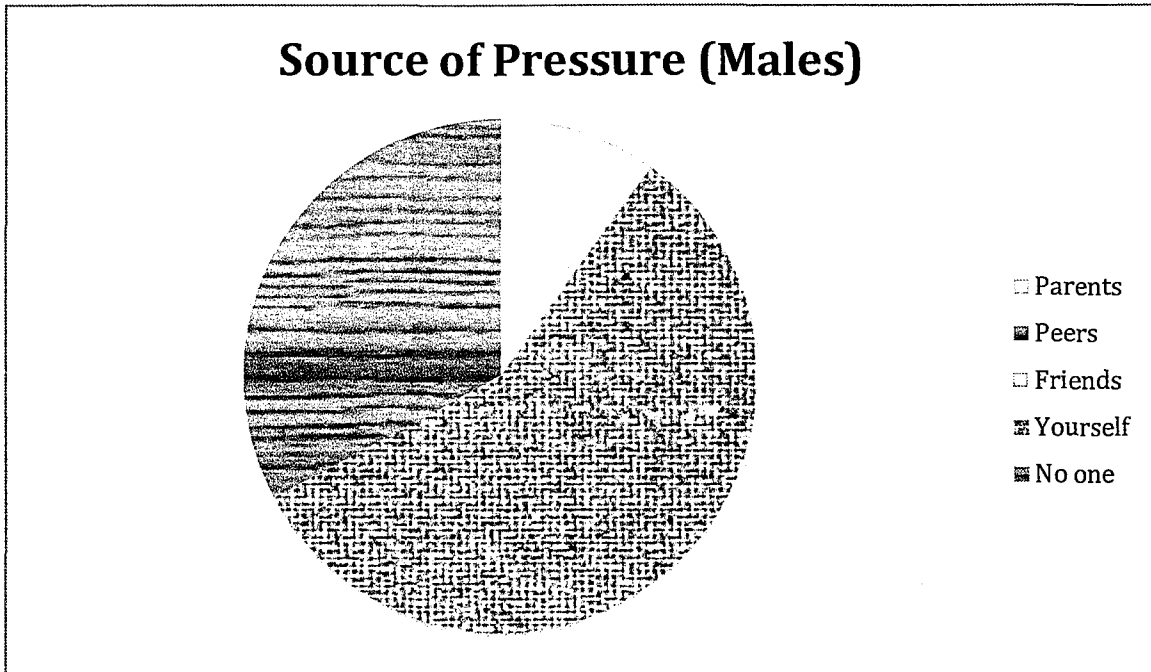
Another interesting point is the difference between females and males. As seen below in the pie chart, females felt the most pressure from themselves and their parents. But they also felt pressure from peers and friends and barely any from no one. This suggests that most female teens feel pressure from

Source of Pressure (Females)



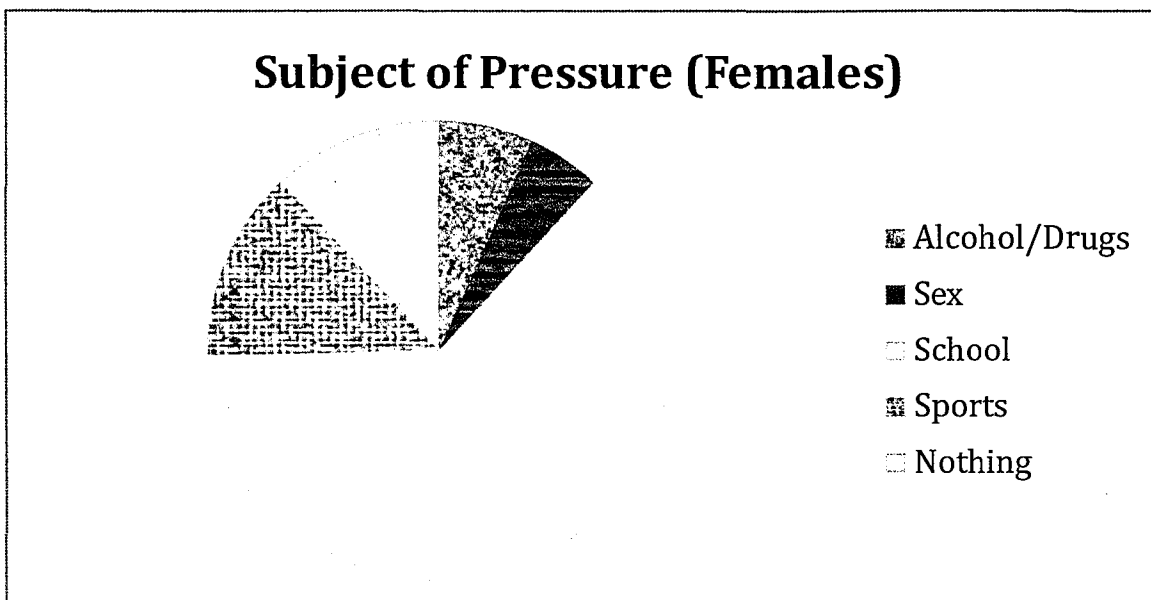
somewhere, and some even feel pressure from their own friends. However as spoken about before, the main pressure comes from themselves and their parents.

Unlike the female teens, the male teens had a very different turn out of data. As seen in this pie chart, male teens felt the most pressure from themselves.



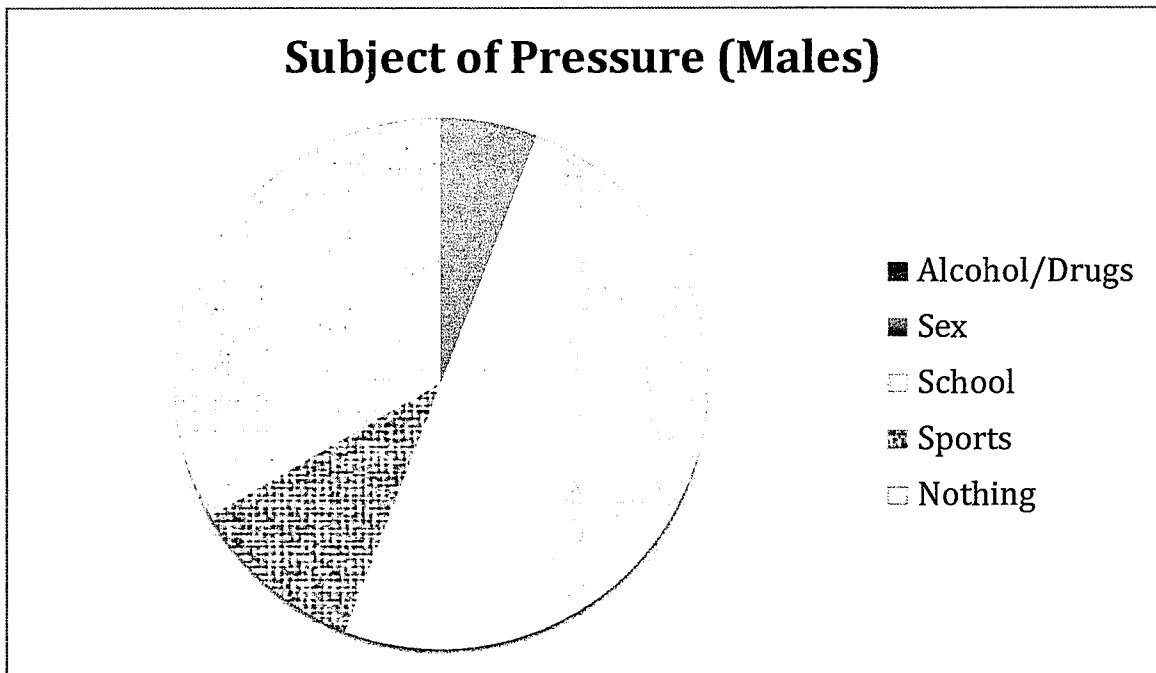
Where females felt the same amount of pressure from themselves and their parents, the boys said they feel the most pressured from themselves by over 50%. The next largest amount of boys said that they felt no pressure from anyone. This is interesting to see that girls almost all felt pressured by someone, but the boys had a large portion that did not feel pressured by anyone. No boys felt pressured by friends or peers, but rather felt a little pressured by their parents. It is helpful to see the sharp difference between males and females and the way they are affected.

The things that teens are pressured about are simple and often



common across the boards. The chart on the previous page shows that females tend to feel pressured mainly about school but also about sports. Many feel pressured about nothing but a significant amount also feel pressured about alcohol and drugs and also sex. These results are heartening, because while these pressures are there, school and sports or nothing dominant the pressures these female teens feel on a day-to-day basis.

The male teens showed completely different results, once again. While school was half of the pressure they feel, a significant amount said that they were not pressured about anything. This is very significant because a lot less females did not feel pressured. Also, the males did not feel pressured about sex at all. This brings about the question: are they the ones pressuring the females into sex? Interestingly, females and males felt equally pressured about sports and alcohol. Once again we

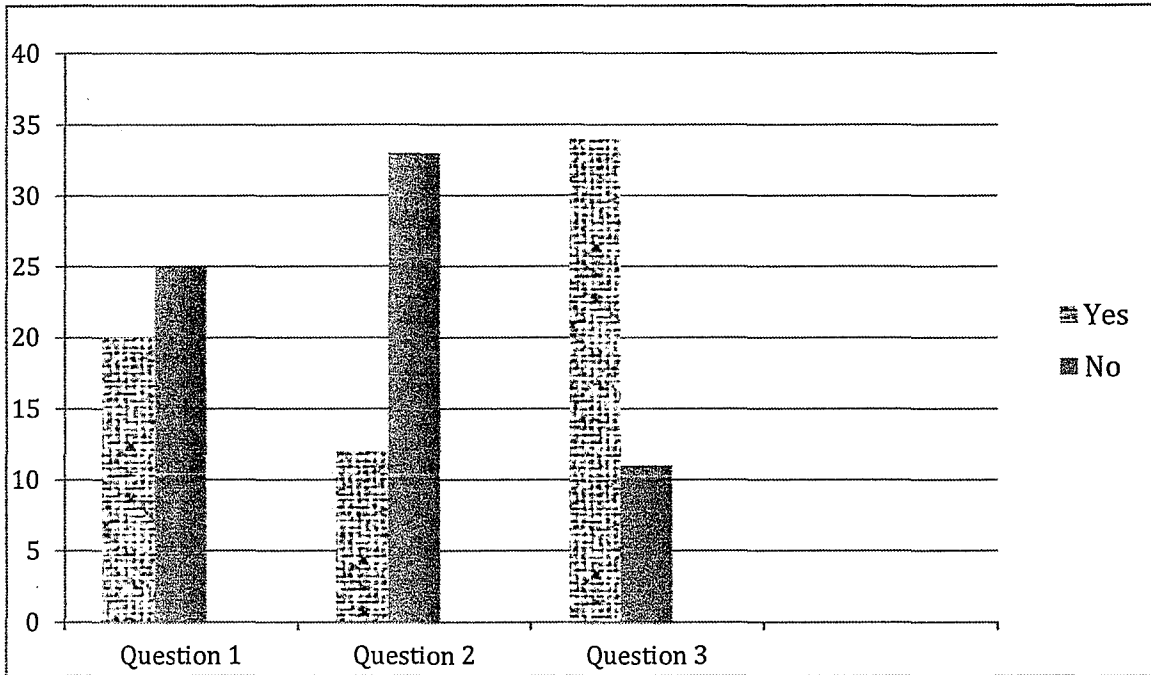


see that the pressure females face is much more varied than the pressures the male teen faces.

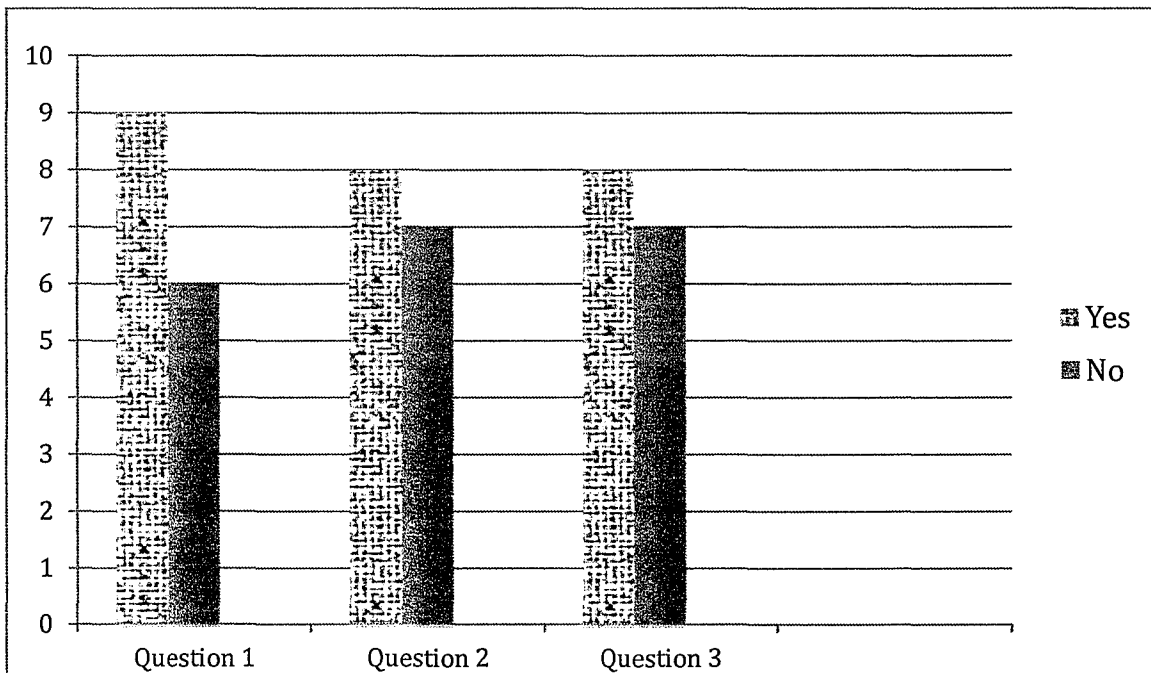
Three of the questions on the survey focused on the statistics of how many people actually had pressured someone, or been pressured themselves. The results, as before, were almost completely opposite between males and females. Question one was if they had ever been pressured into doing something you did not want to do. Question two was if they had ever pressured someone else into doing something, and question three was if they knew someone who has been affected by peer pressure. They could answer yes or no to these questions.

The girls mainly answered about the same for the first question, with twenty girls saying yes and twenty-five girls saying no. Around half of the forty-five girls had been pressured. This draws us back to the previous results and makes us wonder if this is why the girls are pressured about more varied things. As seen in

the chart below, the girls mainly answered "no" to having pressured someone and mainly answered "yes" to knowing someone who has been affected by peer



pressure. The boys, however, had very different results than the girls. The boys mainly said that they had been pressured into doing something, whereas the girls mainly said that they had not. About half the boys said that they had pressured



someone into doing something as well half of them knowing someone who had been

affected. These differences show that boys tend to pressure more often than girls but also are pressured more than girls.

When asked why people give into peer pressure, the main reason was because they wanted to keep their friends. The main problem that teens face in high school, with concern to pressure, is the pressure their parents and they put on themselves about school and sports. While there are other pressures that we as teens face, the most prominent is that we pressure ourselves about school.

Teenage Views on Virginity: Myths vs. Education

Evie Klaassen, Windsor High School

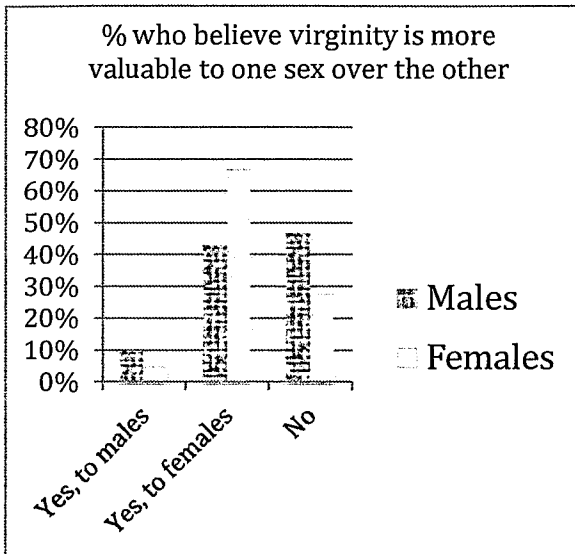
What is virginity? *Dictionary.com* defines virginity as “the state or condition of being a virgin,” and defining virgin as “a person who has never had sexual intercourse.” But virginity is not a black and white scenario as everyone makes it out to be; there are gray areas varying from the value of virginity to different sexes, when it is okay for one to “lose their virginity,” the meaning of virginity to someone who is not heterosexual, the misconceptions society has placed around virginity, and more. In a basic health class or sex education class, as well as talking about sex with parents or trusted adults (often coined as “the talk” or “the birds and the bees” by those who feel abnormally uncomfortable with this topic), these gray areas that come with sex and virginity are often forgotten, leaving teenagers confused.

In reality, the concept of virginity is a social construction, which began thousands of years ago in the Neolithic era, where men were dominant in every aspect, and a woman’s virginity was used as a form of placing value on her. The origins of this concept are very sexist and degrading, yet it is still used today. As society has evolved, people have found a way to put the “virgin” label on men as well. However the echoes of virginity’s sexist ideals still exist. Many associate virginity with hymens (which has its own extensive set of myths), a body part that only women have, even though hymens have no medical significance and cannot be used to determine one’s sexual activity.

When giving 294 high school students (56% male and 44% female), ranging from grades 10-12, a 15-question survey, it was apparent that the sexism behind the value of virginity still exists, and it is overall a concept that is fueling the ignorance in a generation. On top of the inaccurate associations between sex and hymens, many also connect sex specifically with a male’s genitalia. When asked if people who are not heterosexual could ever “lose their virginity,” 81% of males and 90% of females answered yes. Although not specified, the first sexuality many think that is not heterosexual is homosexuality in men, where the loss of virginity can seem more obvious than for a homosexual woman. The beginning and end of a sexual experience is often in regards to the beginning and end of a man’s sexual arousal, and some even go as far to say that sex between two homosexual women is not real sex.

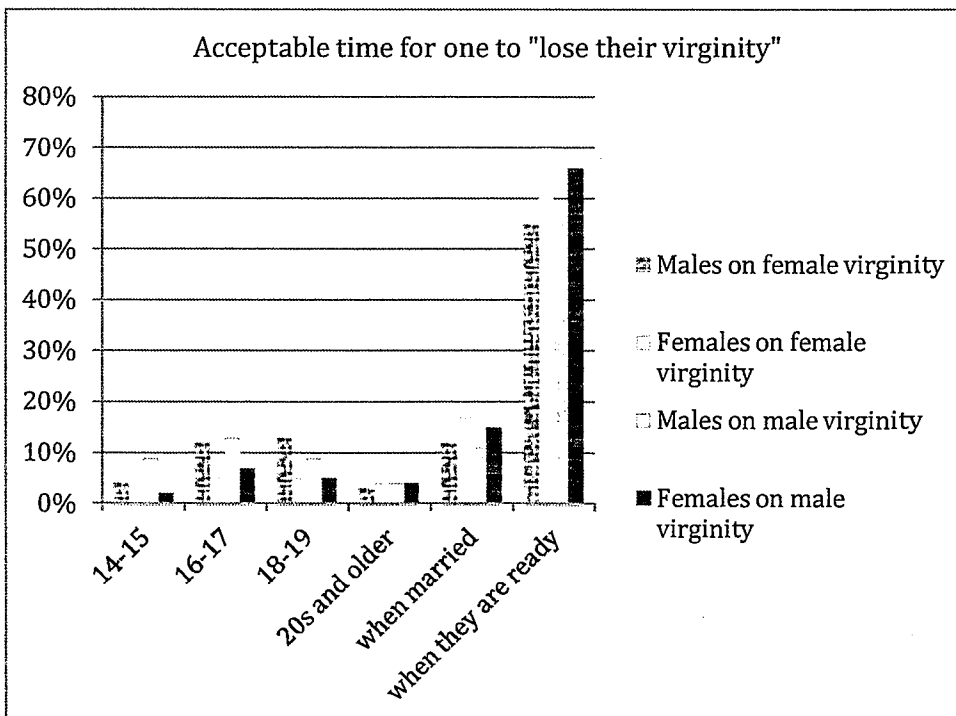
Pertaining to the value of virginity, the following multiple-choice questions were asked:

- Do you think virginity is more valuable to one sex over the other?
- At what age is it okay for a female to lose her virginity?
- At what age is it okay for a male to lose his virginity?
- Do you think virginity has some power over the way people are viewed if they have lost it?



The sexism behind the concept of virginity is received differently by males and females, mostly due to social pressures and ignorance. Ever since historical times, women were meant to feel their virginity is a measure of value, and therefore should value it themselves. This notion is also acknowledged by men, but not nearly as dramatically. The majority of males surveyed (47%) did not see virginity being more valuable to one sex over the other,

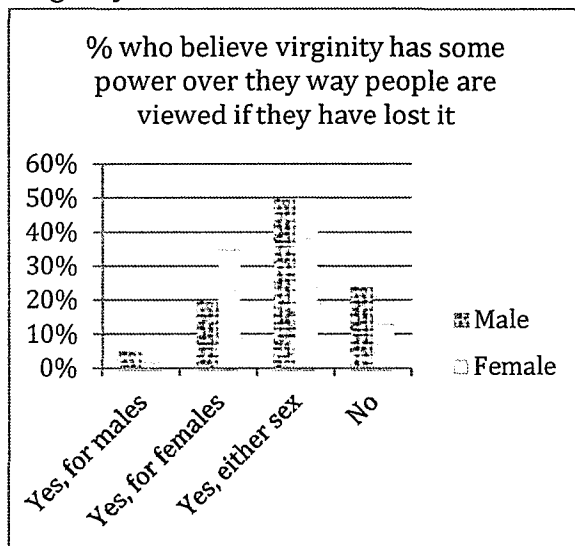
but a similar 43% of males did see virginity being more valuable to a female. In comparison, a soaring 67% of females believe virginity is more valuable to females; this belief possibly stemmed from the popularity slut shaming has in our culture today.



When asked when a female or a male could lose their virginity, the trends were consistent. The majorities in all scenarios were that one could have sex for

the first time whenever they felt ready to. However, males often placed ages on when virginity could be lost more than females, and females tended to value the connection between marriage and sex more. In addition to this data, 21% of all males and 13% of all females had a double standard between male and female virginity (i.e., they answered differently for when a male and when a female could lose their virginity). The most common double standard amongst males (43% of the 21% population) was that a man could lose his virginity at a younger age than a woman could, and amongst females (35% of the 13% population), it was that a woman could lose her virginity whenever she felt ready to, but they felt a male could lose his virginity at a specific age (regardless of his level of maturity at that age). The significance behind the double standard most common in males is the level of sexism in their answers (which these students are most likely unaware of,) but it aligns with the double standard seen in society. Virginity has been meant to be more valuable to a woman for thousands of years, making a double standard in regards to one's loss of virginity inevitable, and making the trend for this double standard, that a man can lose his virginity earlier than a woman, understandable.

Virginity has also been seen to be overwhelmingly important to one's character.



50% of both males and females stated that virginity has some power over the way people are viewed if they have lost it, regardless of what sex they are.

Second to that, 35% of females believe that females are viewed differently if others know she has had sex before. Many students wrote next to this question that people judge a woman and would call her names such as "slut" or "whore", also known as slut shaming.

Slut shaming is a form of harassment that is targeted towards women and

often associated with the loss of virginity, and the labels of "slut" and "whore" are almost never used towards men.

Pertaining to myths and misconceptions revolving around virginity, the following multiple-choice questions were asked:

- Do you believe there are myths about sex and virginity, often meant to scare teenagers out of having sex?
- Do you think there are misconceptions about sex and virginity in our society in general?
- Does losing one's virginity change who they are as a person?

- Do you believe that having sex with someone damages your relationship with him or her?

90% of males and 91% of females think there are misconceptions about sex and virginity in our society. 68% of males and 72% of females believe there are myths meant to scare teenagers out of having sex as well. Two of these common myths are that the loss of virginity changes whom someone is as a person and that having sex with someone will damage your relationship with them. However, 71% of males and 55% of females did not believe that virginity could change a person; females have a lower statistic because of the sexism behind virginity. In addition, 25% of males and 26% of females believe that having sex with somebody would damage their relationship with him or her—a statistic most likely bred from the notion that sex (especially sex for the first time) will bind you with your sexual partner, a statement that is not entirely true, but often used to scare people out of having sex.

Sex education is an important part of education to a teenager, but talking with parents or a trusted adult is even more important. But when these high school students were surveyed, 75% of the total number of students felt that talking to parents about sex is awkward. To show how prudish our culture has become about talking and educating youth about sex, talking about sex is now known as “the talk” or “the birds and the bees” because talking about sex must now be given a name that conceals the contents of the conversation. Also, it takes multiple generations to be properly educated about sex, not just about safety in the physical side of sex, but the emotional, social, and mental side of sex. If parents are not educated about sex to the point where social misconceptions are affecting them as well, real information cannot be passed down. There are also the harmful effects of the media, and when the media glorifies casual sex, in addition to health classes that demonize sex with exaggerated statistics, and households that frown upon anything sexual implementing an awkward tone, an ignorant generation is formed.

It has been proven that education directly reduces pregnancy rates and increases the age when people first engage in sexual activity, although many states in the nation still implement abstinence-only education. According to *thinkprogress.org*, Mississippi has the highest teen pregnancy rate with 55 in every 1000 teenagers becoming pregnant, regardless of their abstinence-only education. Abstinence should be a choice, not the only option available for a person. 74% of males and 82% of females still believe that although taught safe sex, a person can still practice abstinence because teaching safe sex does not encourage more sexual activity.

True education about sex without biased and inaccurate acts, as well as busting myths and misconceptions revolving around virginity are the key to forming a well-informed generation, and real knowledge can be passed down to future generations. Virginity is not the black and white situation that the majority of our society makes it out to be, and the twisted concept of virginity is hurting and confusing the nation's teenagers, fueling one of the biggest mysteries for our youth today.

Sex Education: Is it Sufficient?

Briallyn Mansell, El Molino High School

Sex Education is a very controversial subject. Some people want more in-depth and more radical sex education for children, while some don't want it available at all. Most people agree that educating adolescents about sex and puberty is important because it gives us the tools to make responsible decisions.

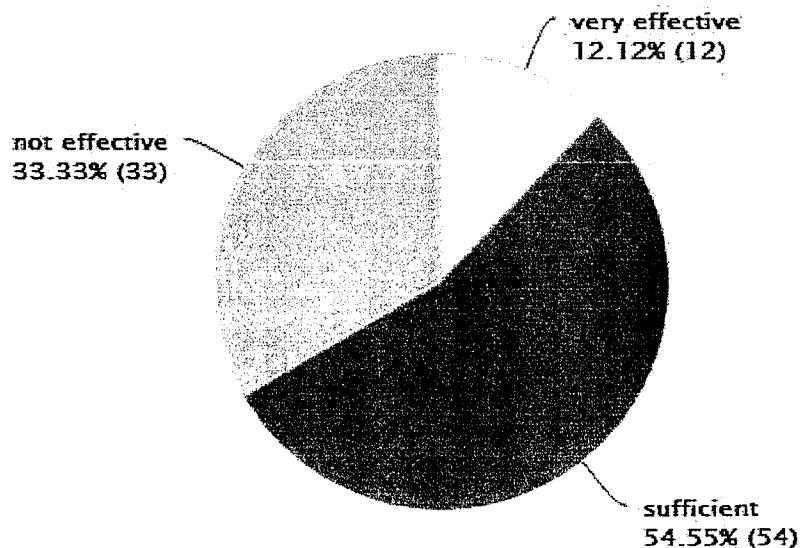
Though a lot of people are denied access to adequate sex education, most adolescents receive some form of sex education between grades 7 and 12. I was interested in determining what my peers think about sex education, and whether they found it effective. I made an online survey and made it available to students at El Molino High School and around our community. 120 students responded to the survey, but only the first 100 responses are being analyzed.

The results of the survey showed that, generally, students thought their sex education to be "sufficient" but found it sorely lacking in accurate information about female sexuality and LGBT+ sexualities and identities.

The first question of the survey asked the students to rate their school's sex education by effectiveness, with three possible answers. A summary of the responses can be seen below:

My school's sex education was...

Answered: 60 Skipped: 1

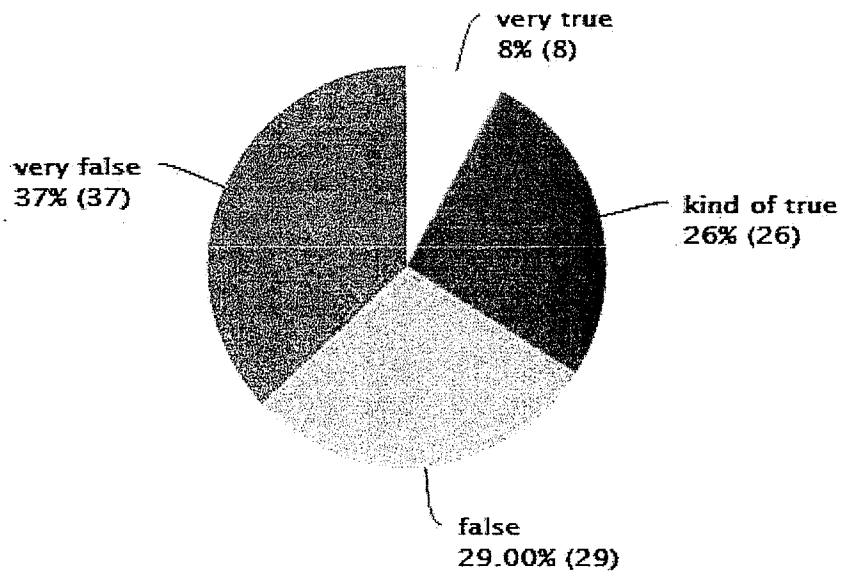


As seen in the chart, about half of the students thought their sex education was "sufficient", about 30% found it "not effective", and only about 12% found it to be "very effective". This indicates that many students want better sex education.

The second question on the survey was a true or false question: "My school's sex education was one of my primary sources of information about sexuality and puberty", with four choices ranging from "very true" to "very false". A summary of the responses can be seen below:

T or F: My school's sex education was one of my primary sources of information about sexuality and puberty

Answered: 100 Skipped: 0

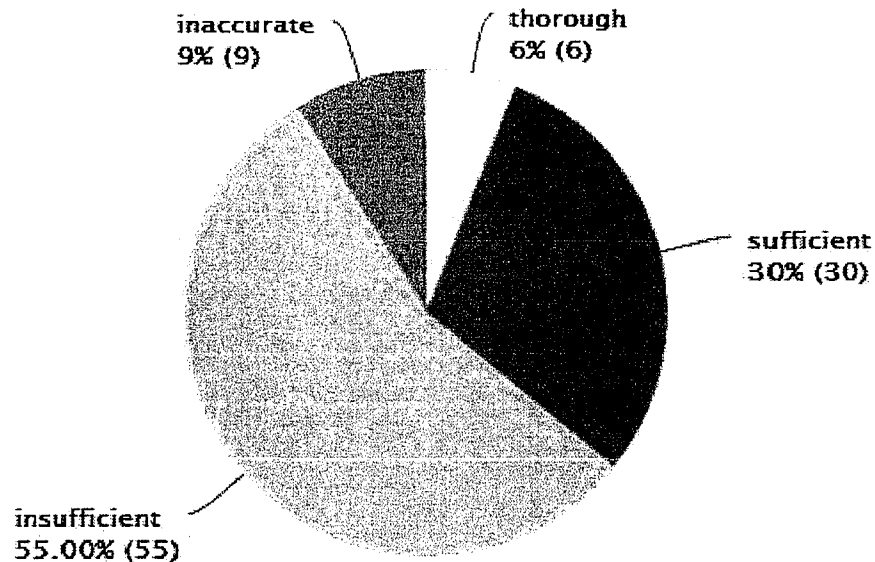


The responses show that almost 70% of students did not consider their sex education as their primary source of information, with almost 40% stating that it was "very false". Almost 35% stated that their sex education was a main source of information, but only 8% said the statement was "very true". This indicates that sex education is important to students, but many found more helpful or relevant information elsewhere.

The third question on the survey asked the students to rate their sex education by how much information it had about female sexuality, specifically. There were four possible answers- three ranging from "thorough" to "insufficient" with a fourth option of "inaccurate". A summary of the results can be seen below:

My school's sex education about female sexuality was...

Answered: 100 Skipped: 0

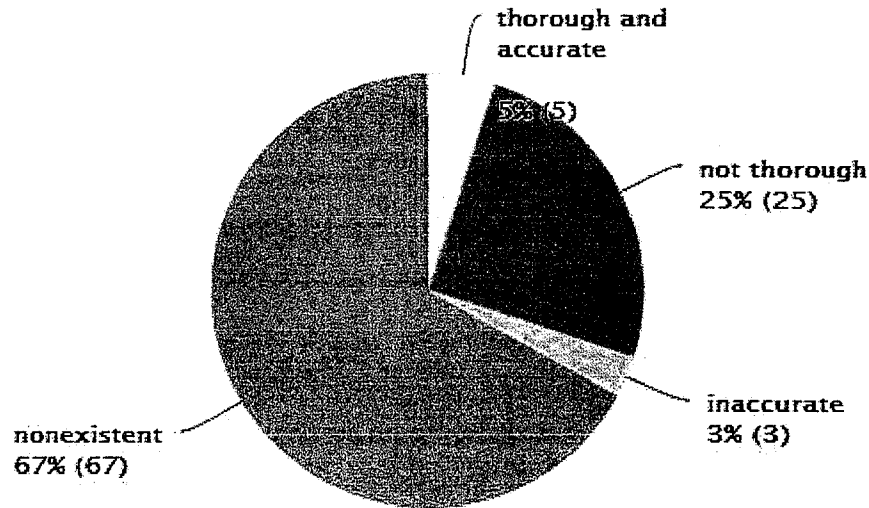


As seen in the chart, 55% of the students thought their sex education was “insufficient” in providing information about female sexuality and 9% of students said they had received “inaccurate” information. About 30% said they received “sufficient” or better education, with only 6% stating it had been “thorough”. We are now beginning to see the areas in which students found their sex education unsatisfactory.

The fourth question was similar to the third, but asked about LGBT+ people instead of females. There were four possible answers: “thorough and accurate”, “not thorough”, “inaccurate”, and “nonexistent”. A summary of the results can be seen below:

My school's sex education about LGBT+ sexualities and gender identities was...

Answered: 100 Skipped: 0

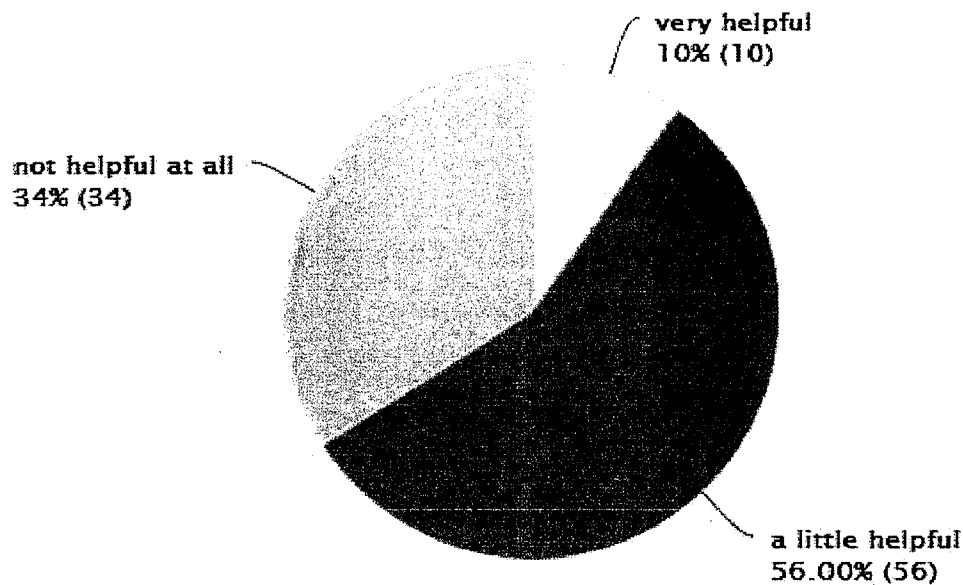


A startling 67% of students reported that they received no education about LGBT+ sexualities or identities, while 3% stated that they had received inaccurate information. A quarter of the students had received information, but said it was “not thorough” enough. Only 5% received “thorough and accurate” information about LGBT+ sexualities and identities. This question resulted in the largest majority, with “nonexistent” being the choice of 67 out of 100 students surveyed. Information about LGBT+ people is obviously what students find to be missing most from their sex education.

The fifth question was another general question about how helpful sex education has been to the students, with three possible answers ranging from “very helpful” to “not helpful at all”. A summary of the results can be seen below:

My school's sex education has been...

Answered: 100 Skipped: 0



Over half of students surveyed reported that their sex education has been “a little helpful”, almost 35% that it hasn’t been helpful “at all”, and only 10% found it “very helpful”. I would hypothesize that this is because sex education is generally limited to basic biological information and does not contain the more thorough information about sexuality that we, as young people coming into sexual maturity, need to know.

I discussed these results with my peers, and these were our conclusions:

The most shocking statistic from this survey is that our public sex education is grossly heteronormative and transphobic. A lack of information or- even worse- inaccurate information about LGBT+ people is dangerous. People who identify as LGBT+ face discrimination, violence, and a lot of confusion about their own bodies and feelings. Numerous studies have shown that lesbian, gay, and bisexual youth have a higher rate of suicide attempts than do heterosexual youth. Trans* youth are especially at-risk, and more than 50% of Transgender youth will attempt to commit suicide before age 20. Education is the first step towards acceptance, and education about LGBT+ identities should be the status-quo.

We also believe that more information about female sexuality would go a long way towards changing “rape culture” and helping women protect themselves against abuse.

Self -Harm: Let's Talk About It

By MacKenzie Nekton

I have been told by too many people that they are hurting themselves. I have held the hands of too many sad eyed teenagers. I have run my fingertips along too many scars on too many wrists, arms, thighs and sides, my own and those of my friends. Self-harm is a subject I am uncomfortably well-versed in and I feared that my level of knowledge and experience on this subject was not contained to a select few tired teenagers like me. To that end, I chose to conduct a survey of my peers about their knowledge and opinions on self-harm. I asked one hundred and thirty high-school students ten questions. The first two asked about gender and grade, and the main eight questions discussed the topic of self-harm.

I started out with a basic, non-emotional question to break the ice. When asked what counts as self-harm, 100% of surveyed highschoolers said that cutting was a form of self-harm. Behind cutting as the most common answer was burning, with 93.58% of the people saying it was self-harm. 83.76% of teenagers said hitting one's self was self-harm, 81.2% of people agree that head banging is a way to self-harm, and 76.07% of the surveyed said that scratching was a form of self-harm. 64.1% of surveyed students said that hair pulling was self-harm, putting it as the least agreed upon method of self-harm, though a majority did agree that it was. Those six forms of self-harm are the most well-known, and because the majority of people agree on all of them, we can assume that these are the types of self-harm that the surveyed students will be classifying as self-harm for other questions.

To get an idea of the amount of people who have experience with self-harm, I asked "Who do you know who has self-harmed?" 92.98% of surveyed high-school students reported that they know someone who has self-harmed, with 64.91% saying that a close friend of theirs had self-harmed at some point. 78.95% of those who know someone who has self-harmed said that a classmate of theirs had self-harmed, 7.02% said an adult family member was who they know that had self-harmed, and 9.65% said a sibling had self-harmed. This presents the fact that self-harm is present in the vast majority of teens' lives, and that it is a problem that we cannot let slip through the cracks of our awareness. However, the interesting part about it is that it wasn't consistent through gender. Of the girls surveyed, 98.39% say they know someone who has self-harmed, whereas 85.11% of boys say they know someone who has self-harmed. The discrepancy between the percentages of people is large, and something that ought to be researched and studied. As people begin to understand the scale of this problem, they will see the severity of it too.

It is so severe that 22.94% of the students I surveyed admitted to self-harming at some point. Though 22.94 seems like a small number, it is a large amount of people, especially of people who purposefully hurt themselves. The 22.94% is a group that cannot be forgotten or dismissed, especially because of the lack of knowledge and preparation given to students, who will most likely face situations where self-harm is prevalent. An interesting correlation between girls and self-harm can be observed from the amount of girls who have self-harmed and the amount of girls who know someone who has self-harmed. 22.81% of girls have self-harmed, versus the 19.18% of boys who have self-harmed. The number of boys is noticeably less than the number of girls, which is the same thing that was observed in the amount of girls versus the amount of boys who know someone who has self-harmed. Seeing as nearly everyone has experiences with self-harm at some point, the question why is it that people hurt themselves begs to be answered.

The only way to honestly answer this question is by looking at key words in everyone's responses and analyzing the meaning and frequency of these terms. This is a sensitive question for many people, and because of that, I have tried not to generalize anything too much. That being said, the most amount of people agree that people self-harm as a way to release emotions. The second most common answer to this question is that people who self-harm are trying to distract themselves from emotional pain with physical pain. Another very common answer is that they are suffering from and struggling with depression. People also agree that people self-harm because they don't like themselves. Another common answer is that they are punishing themselves, or attempting to express control, due to a feeling of powerlessness. "To feel something" as opposed to nothing was another common answer, and so was to get attention. A small amount of people also answered with peer pressure, bullying, stress relief, inner turmoil, and as a way of escaping reality. A few people answered "because they're idiots" which seems to reflect a misunderstanding of the severity of self-harm and a lack of empathy and care about the topic. As a result of having such varied answers, I believe it is safe to say that there are many reasons a person self-harms. No one specific reason can be applied to all cases, and it appears that the general consensus also agrees with this idea, and supports it with data.

The majority of people will have someone they know self-harm at some point. As a friend to this person, you are faced with a challenging decision— and one with many choices. What should you do? Every single person responded that they would try to help their friend, except for three people who I assume were joking, because they said they would laugh. The majority of all the answers I collected agreed that the best way to help, and their course of action would be to talk with their friend about the problem, and encourage the self-harmer to get professional help. A large amount of people said they would tell a trusted and responsible adult about the situation. Other popular answers include hugging them and offering a kind heart and a listening ear if they ever need it.

When faced with the hypothetical situation where the respondent finds out a classmate they aren't close with is self-harming, the majority of people agree they would talk to the person's close friends, and if that failed, seek out the help of an adult. Most people agreed they would try to help the self-harming person, but a small group of people said they wouldn't interfere because it was not their business. When looking at these responses to a situation the majority of teens will be faced with, we can see that people try all sorts of methods. Some will be successful, and others won't. Why then, is it, that some people recover from self-harm quickly, and others to relapse over and over?

The answer to this question, in the eyes of teens, lie in one highly charged word: addiction. Addiction is a topic that is usually discussed in terms of substances, but according to the teens I surveyed, the majority of them agree that self-harm is addicting. 78.43% of overall teens agreeing that it is indeed addicting. Of surveyed boys, 62.79% said self-harm was addicting, and 92.59% of girls say it is addicting. Interestingly, of people who said self-harm was not addicting, all were male. Even more intriguing is that of people who said it isn't addicting, none had ever self-harmed. These answers indicate that the majority of people do indeed think that self-harm is, or can be, addicting. If we look at other examples of addicting things that teens experiment with, we can see that as a society, we spend a lot of time and energy educating kids about it. Why is it that we skip over the topic of self-harm? Could it have anything to do with the word "wrong"?

When asked if self-harm is wrong, 67.8% of teenagers agree that it is. 58.75% of people who said self-harm is wrong are females. 83.08% of the surveyed students said that self-harm was addicting and wrong. These numbers demonstrate that in our society, self-harm is looked upon as wrong. I did not provide a definition for wrong and 9.32% of people commented on that, and said that wrong was the wrong word to use to describe or judge self-harm with. The reactions to the term "wrong" from the 9.32% ranged from "Judging the morality of an act of this nature is beyond wrong" to "wrong is vague..." To clear up the confusion about the definition of wrong, I will define it as "not suitable or appropriate", which is a Miriam-Webster definition. This question was the most enlightening to me, perhaps because I had never thought of self-harm as right or wrong, and I think the answers to this question provide an interesting insight into the teenage brain and society as we experience it. Does this answer say something about us? Yes. Do we know what? Or why? No, we do not.

Questioning and uncertainty plagues every part of the silent conversation about self-harm. Despite the facts that the majority of teens will have experiences with self-harm, people have lingering questions about it. "Why do people do it?" was asked in my survey, yet on the last question, where I opened it up to people asking questions, people still wrote "Why do people do it?" They asked if it was helpful or not, how to tell if it was serious or not, and if part of self-harm was for attention. As teenagers face the realities of self-harm,

even the things we assume we know become questioned. As experience grows, so do questions.

These seemingly experienced and well-versed teenagers still have questions that they cannot find the answers to. The answers they seek are not just answers to yes or no questions, and they are not the kind of questions that can be taken lightly. These are questions that need to be answered. There are so many teenagers effected by self-harm, and so many questions left unanswered. Just like we talk about drugs and alcohol, two problems that trouble teenagers, we need to start this conversation. As anyone who has experienced self-harm, either with themselves or with someone they know will tell you, it helps to talk about it. Let's start this conversation, let's open the doors to a whole new world of knowledge, let's understand, let's stop ostracizing people who hurt themselves, and let's stop this silence. Let's talk about it.

Unsheltered Teens of Sonoma County

By Mary Rose Ohlin, El Molino High School

In Sonoma County alone, there are around 1,128 homeless youth as a 2013 census study shows. There are many means by which youth become homeless. The primary is that they are the recipients of severe economic hardship or have been subject to a family conflict. Other factors are foster care, the juvenile system, abuse, substance abuse in the home or by the teen, pregnancy, sexual orientation, unaffordable housing, neglect, and mental illness.

According to the survey of Sonoma County youth from under 18 to 24, 95% are unsheltered, meaning they have nowhere to go when night falls. In accordance with the primary reason youth become homeless, 49% of Sonoma County homeless youth responded that the main reason they were homeless was due to an argument in the family, which resulted in them being asked to leave. 20% reported being in foster care some portion of their life.

However, there are facilities in Sonoma County dedicated to helping teens out of homelessness and providing them with the support they need to survive. SAY, or Social Advocates for Youth, provides a multitude of services in Santa Rosa to combat the main causes of homelessness in teens. They run the Coffee House, a drop in teen shelter where a bed and hot meals can be found. Socks, camping gear, and other necessities are also provided. On site there is a counselor that works to reunite and solve family conflicts. SAY offers a 24 hour crisis line that teens are able to call should they need assistance. In addition to the Coffee House, their Tamayo Village facility boasts affordable housing for those 18 and above. This allows youth who would otherwise be homeless, a chance to overcome their economic challenges. They also help homeless youth find jobs that help them stay on their feet, and offer a free tattoo removal procedure for the teens that need it.

Homeless teens are present in our community, whether their presence is noticed or not. It's important that teens know that SAY and other agencies like it exist, so they can benefit from the services and fight the causes of their homelessness whether it be family, economic, or being released from the foster system.

Approach to Education: Co-Ed vs. Single Sex

Erika Strauch, Cardinal Newman

I surveyed two all female dance classes at my high school. These students were primarily sophomore and junior girls. My survey discussed controversial topics at my high school regarding dress code, physical education and female athletics. My results helped me to analyze the difficulty with shifting to from single sex education to co-ed and the problems faced by co-ed institutions.

I interviewed a total of 32 female students. Participants filled out a survey of yes or no questions regarding gender issues in education.

The survey was designed to gather information from the students in response to the following questions:

1. Are dress codes fair towards girls?
2. Should all coed schools have a female in the administration?
3. Are dress codes enforced in a degrading way towards females?
4. Should girls' physical education program be as strict and rigorous as boys' program?
5. Do girls' athletic programs receive as much attention as the boys' programs?

Thirty-two participants assisted me in my research:

- All female
- Primarily sophomores and juniors
- Mainly Caucasian
- Most participate in some kind of athletic program

Survey Results

Question 1: Are dress codes fair towards girls?

90.6% of girls stated that dress codes are unfair towards girls. (29/32)

Question 2: Should all schools have a female in the administration?

96.9% of girls stated that a female needs to be added to the administration. (31/32)

Question 3: Are dress codes enforced in a degrading way towards females?

90.6% of girls stated that the dress code is enforced in a degrading way. (29/32)

Question 4: Should girls' physical education program be as strict and rigorous as boys' program?

92.3% of girls stated that the girls' program should be less difficult than the boys' program.

Question 5: Do girls' athletic programs receive as much attention as the boys' programs?

100% of girls stated that the girls' athletic programs do not receive enough attention.

What does this say about dress codes:

- A dress code is a subject that is better enforced by an authoritative figure of the same gender to ensure the student does not feel improperly judged.
- Dress code policies that are made specifically targeted towards girls should also be enforced towards males. (such as in the case of "blinged" jeans)
- Dress code privileges, if granted to boys, also need to be granted to girls.

What does this say about athletics:

- Girls' and boys' sports teams deserve access to equal practice times, equal field/gym space, equal facilities
- Girls' sports teams deserve equal public attention.
- Girl's sports teams deserve equal funding by the school.

What does this say about administration:

- Girls feel more comfortable approaching female authoritative figures.
- Females are more equipped to handle female-to-female or female-to-male issues.
- Females should be represented in the administration based on the ratio of females in the student population.

The one question in my survey that did not produce similar results to the other questions was Question 4. I found that, in most questions, girls demanded more respect, freedom and equality from the administration. However, by requesting an easier PE program, it seems difficult to match up the two requests. Girls' sports teams should absolutely receive equal attention, because they work just as hard as the boys' teams. This principle should then be

applied to the PE programs as well, since the programs should reflect the philosophy of hard work and athletic discipline.

From my analysis, I have gathered that the issues in co-ed schools lie mainly in a) holding girls and boys to equal standards, and b) equal female representation in the administration. If girls are held to the same dress code rules and subject to equal punishment, then girls avoid feeling discriminated against. Also, if a female is in the administration making these decisions and enforcing these rules, the girl students not only feel respected but also feel that they have a voice. Applying to athletics, if girls are held to the same disciplinary standards as the boys, then they deserve equal public respect, access to facilities and social attention. Regarding PE, if girls are held to the same disciplinary standards as the boys, then they will feel that they earn their respect and their say. Overall, a co-ed school needs to reach equality, and the only way to reach equality is equal representation and equal standards.

Women in Leadership: Breaking through the Stereotype

Taylor Wang, Montgomery High School

Leadership positions, whether in business or government have been predominately occupied by males, as it has been throughout history. There are not enough women in leadership positions right now, which makes it more difficult for young girls in today's society to strive for such roles in the future. Today, women compose of over half the workforce, yet less than 25% of women hold positions in leadership at the top levels of government, business, or technology industries. We have already made so much progress in both fields, but there is still a long way to go. Yet in today's world, we run the danger of being left behind in fields such as business and politics. If we do not address this issue immediately, there is a possibility that we may never have the opportunity to enter into these fields.

Women are far more likely to not study political science and business related topics because of the stereotypes that have already been set for us, making it seem that women are less capable and less interested in fields such as technology, government, or business. Stereotypes like this reduce the chances of women wanting to, or even considering entering these fields. It is so crucial that we break through this stereotype, and make up for the underrepresentation of women in leadership.

Every week I lead my school's Future Business Leaders of America chapter and we discuss topics relating to the business world, attend conferences, and invite local business leaders from around the area to come and speak to us. In the group, we have about thirty girls and twenty boys, all ranging from freshmen to seniors. We often talk about how women leaders are so hard to find in the business world, and why that is. However, for my focus group, I broadened the topic and we discussed why we thought there were such a small number of women leaders in business, politics, and other fields. I then asked each member if they thought that one of the factors in this was because of the already established history of male leaders. The majority of the group agreed wholeheartedly saying that it would be extremely difficult to reverse this stereotype.

In the survey, I asked:

Do you think that the lack of enough female mentors and idols is one of the primary reasons for the small amount of women in leadership?

Yes- 60%

No- 40%

Do you feel that women tend not to strive for leadership roles because of the already established history of male leaders?

Yes-80%

No-20%

Do you think women are hindered by how the media portrays female leaders?

Yes-50%

No-50%

For girls: Are you interested in pursuing a leadership position?

Yes-50%

For yes: Will you?

No-90%

Why? (Asked orally)

The popular consensus personally thought they did not possess the skills to reverse the stereotype.

However, a few of the members brought up that they were not interested in pursuing a leadership position whether in a technology, politics, media or business. After asking why, the response was the feeling that they themselves did not have the qualities to break through the already existing plethora of male leaders. They added that everyone else (the voters) would probably not be extremely keen or even ready for having more women leaders in the running. Even in today's times, these feelings of trusting male leadership still remain as prevalent and as strong as ever.

After further research, I found an extremely interesting study that showed just how unbalanced our male to female leaders' ratio is right now. According to Forbes.com, only 6 percent of Fortune 100 CEO's are women, and none of them lead companies above number 39. Also, less than 18 percent of women hold Congressional seats in the United States. If these numbers were presented in the 1960's I am sure that these numbers would not be a surprise. However, in the 21st Century, these numbers are concerning.

In my focus group, I brought this up as well, asking the students I surveyed why they thought these numbers were still so low. Many students said that one of the main reasons is that women do not have enough female idols or mentors in business, politics, and technology. For example, most entrepreneurial endeavors these past few hundred years have been almost completely dominated by men. However, compared to the past, the progress we have made so far has been tremendous.

In Sonoma County, we have been so fortunate to witness the success of a striking amount of female politicians, who were not afraid to break out of the stereotype. Many of

these women, not only in politics, but female leaders in business and technology have inspired me to pursue leadership roles in local and state leadership and business organizations for students in high school. As more and more women hold leadership positions in various fields, more young girls will choose to enter into these fields and take on my leadership roles having been inspired by previous generations of female leaders.

In conclusion, from the focus group I have conducted, it is clear that it is still an uphill battle for women holding leadership positions, or striving for leadership positions, but the growth and development we have made recently has been monumental. It is still not enough. This critical matter needs to be dealt with immediately unless we want to continue choosing the same fields. Whether or not women decide to strive for leadership roles in their careers, we should not be confined by the restraints that society has already set for us. By breaking through the glass ceiling, we can finally break through the walls of stereotyping.



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Meghan Bogges For Her Participation As A 2013-2014 Junior Commissioner Of
The Commission On The Status Of Women.**

Whereas, the Junior Commissioner Project was developed by the Commission on the Status of Women as a leadership project to provide high school students with opportunities to enhance their leadership skills and learn about issues related to women's equality and advocacy; and

Whereas, the Junior Commissioners attended regular monthly meetings of both the Commission on the Status of Women and the Junior Commission, where they were introduced to County government and the role of the women's commission as an advisory body to the Board of Supervisors on women's equality issues;

Whereas, fourteen high school students contributed substantial time, ideas and energy serving as Junior Commissioners during 2013-2014 where they learned how to participate in and run meetings, who their elected officials are and how to contact them, and how to be active participants in their community; and

Whereas, for their annual service project, the Junior Commissioners cleaned and installed new furnishings in their adopted room at Sloan House, a safe house for women, and planted a garden; and

Whereas, Meghan Bogges conducted a focus group of her peers on the topic "Teenage Salaries: Training Future Chauffeurs of America?" and presented her findings thereon:

Now, Therefore, Be It Resolved that the Board of Supervisors commends the participation of Meghan Bogges from Santa Rosa as a 2013-2014 Junior Commissioner of the Commission on the Status of Women and encourages her to continue working towards a future leadership role in the community.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Andrew Campbell For His Participation As A 2013-2014 Junior Commissioner Of
The Commission On The Status Of Women.**

Whereas, the Junior Commissioner Project was developed by the Commission on the Status of Women as a leadership project to provide high school students with opportunities to enhance their leadership skills and learn about issues related to women's equality and advocacy; and

Whereas, the Junior Commissioners attended regular monthly meetings of both the Commission on the Status of Women and the Junior Commission, where they were introduced to County government and the role of the women's commission as an advisory body to the Board of Supervisors on women's equality issues;

Whereas, fourteen high school students contributed substantial time, ideas and energy serving as Junior Commissioners during 2013-2014 where they learned how to participate in and run meetings, who their elected officials are and how to contact them, and how to be active participants in their community; and

Whereas, for their annual service project, the Junior Commissioners cleaned and installed new furnishings in their adopted room at Sloan House, a safe house for women, and planted a garden; and

Whereas, Andrew Campbell conducted a focus group of his peers on the topic "Empowering Youth and Women" and presented his findings thereon:

Now, Therefore, Be It Resolved that the Board of Supervisors commends the participation of Andrew Campbell from Santa Rosa as a 2013-2014 Junior Commissioner of the Commission on the Status of Women and encourages him to continue working towards a future leadership role in the community.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Meghan Forbes For Her Participation As A 2013-2014 Junior Commissioner Of
The Commission On The Status Of Women.**

Whereas, the Junior Commissioner Project was developed by the Commission on the Status of Women as a leadership project to provide high school students with opportunities to enhance their leadership skills and learn about issues related to women's equality and advocacy; and

Whereas, the Junior Commissioners attended regular monthly meetings of both the Commission on the Status of Women and the Junior Commission, where they were introduced to County government and the role of the women's commission as an advisory body to the Board of Supervisors on women's equality issues;

Whereas, fourteen high school students contributed substantial time, ideas and energy serving as Junior Commissioners during 2013-2014 where they learned how to participate in and run meetings, who their elected officials are and how to contact them, and how to be active participants in their community; and

Whereas, for their annual service project, the Junior Commissioners cleaned and installed new furnishings in their adopted room at Sloan House, a safe house for women, and planted a garden; and

Whereas, Meghan Forbes conducted a focus group of her peers on the topic "Teen Pregnancy" and presented her findings thereon:

Now, Therefore, Be It Resolved that the Board of Supervisors commends the participation of Meghan Forbes from Santa Rosa as a 2013-2014 Junior Commissioner of the Commission on the Status of Women and encourages her to continue working towards a future leadership role in the community.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Jeanette Jin For Her Participation As A 2013-2014 Junior Commissioner Of The
Commission On The Status Of Women.**

Whereas, the Junior Commissioner Project was developed by the Commission on the Status of Women as a leadership project to provide high school students with opportunities to enhance their leadership skills and learn about issues related to women's equality and advocacy; and

Whereas, the Junior Commissioners attended regular monthly meetings of both the Commission on the Status of Women and the Junior Commission, where they were introduced to County government and the role of the women's commission as an advisory body to the Board of Supervisors on women's equality issues;

Whereas, fourteen high school students contributed substantial time, ideas and energy serving as Junior Commissioners during 2013-2014 where they learned how to participate in and run meetings, who their elected officials are and how to contact them, and how to be active participants in their community; and

Whereas, for their annual service project, the Junior Commissioners cleaned and installed new furnishings in their adopted room at Sloan House, a safe house for women, and planted a garden; and

Whereas, Jeanette Jin conducted a focus group of her peers on the topic "Teen Pregnancy" and presented her findings thereon:

Now, Therefore, Be It Resolved that the Board of Supervisors commends the participation of Jeanette Jin from Petaluma as a 2013-2014 Junior Commissioner of the Commission on the Status of Women and encourages her to continue working towards a future leadership role in the community.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Soo Min Kan For Her Participation As A 2013-2014 Junior Commissioner Of The
Commission On The Status Of Women.**

Whereas, the Junior Commissioner Project was developed by the Commission on the Status of Women as a leadership project to provide high school students with opportunities to enhance their leadership skills and learn about issues related to women's equality and advocacy; and

Whereas, the Junior Commissioners attended regular monthly meetings of both the Commission on the Status of Women and the Junior Commission, where they were introduced to County government and the role of the women's commission as an advisory body to the Board of Supervisors on women's equality issues;

Whereas, fourteen high school students contributed substantial time, ideas and energy serving as Junior Commissioners during 2013-2014 where they learned how to participate in and run meetings, who their elected officials are and how to contact them, and how to be active participants in their community; and

Whereas, for their annual service project, the Junior Commissioners cleaned and installed new furnishings in their adopted room at Sloan House, a safe house for women, and planted a garden; and

Whereas, Soo Min Kan conducted a focus group of her peers on the topic "Genderism in the Form of Discrimination" and presented her findings thereon:

Now, Therefore, Be It Resolved that the Board of Supervisors commends the participation of Soo Min Kan from Santa Rosa as a 2013-2014 Junior Commissioner of the Commission on the Status of Women and encourages her to continue working towards a future leadership role in the community.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending India Kellogg For Her Participation As A 2013-2014 Junior Commissioner Of The
Commission On The Status Of Women.**

Whereas, the Junior Commissioner Project was developed by the Commission on the Status of Women as a leadership project to provide high school students with opportunities to enhance their leadership skills and learn about issues related to women's equality and advocacy; and

Whereas, the Junior Commissioners attended regular monthly meetings of both the Commission on the Status of Women and the Junior Commission, where they were introduced to County government and the role of the women's commission as an advisory body to the Board of Supervisors on women's equality issues;

Whereas, fourteen high school students contributed substantial time, ideas and energy serving as Junior Commissioners during 2013-2014 where they learned how to participate in and run meetings, who their elected officials are and how to contact them, and how to be active participants in their community; and

Whereas, for their annual service project, the Junior Commissioners cleaned and installed new furnishings in their adopted room at Sloan House, a safe house for women, and planted a garden; and

Whereas, India Kellogg conducted a focus group of her peers on the topic "The Pressures We Face as Teens" and presented her findings thereon:

Now, Therefore, Be It Resolved that the Board of Supervisors commends the participation of India Kellogg from Santa Rosa as a 2013-2014 Junior Commissioner of the Commission on the Status of Women and encourages her to continue working towards a future leadership role in the community.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Evie Klaassen For Her Participation As A 2013-2014 Junior Commissioner Of The
Commission On The Status Of Women.**

Whereas, the Junior Commissioner Project was developed by the Commission on the Status of Women as a leadership project to provide high school students with opportunities to enhance their leadership skills and learn about issues related to women's equality and advocacy; and

Whereas, the Junior Commissioners attended regular monthly meetings of both the Commission on the Status of Women and the Junior Commission, where they were introduced to County government and the role of the women's commission as an advisory body to the Board of Supervisors on women's equality issues;

Whereas, fourteen high school students contributed substantial time, ideas and energy serving as Junior Commissioners during 2013-2014 where they learned how to participate in and run meetings, who their elected officials are and how to contact them, and how to be active participants in their community; and

Whereas, for their annual service project, the Junior Commissioners cleaned and installed new furnishings in their adopted room at Sloan House, a safe house for women, and planted a garden; and

Whereas, Evie Klaassen conducted a focus group of her peers on the topic "Teenage Views on Virginity: Myth vs. Education" and presented her findings thereon:

Now, Therefore, Be It Resolved that the Board of Supervisors commends the participation of Evie Klaassen from Windsor as a 2013-2014 Junior Commissioner of the Commission on the Status of Women and encourages her to continue working towards a future leadership role in the community.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Commending Briallyn Mansell For Her Participation As A 2013-2014 Junior Commissioner Of
The Commission On The Status Of Women.**

Whereas, the Junior Commissioner Project was developed by the Commission on the Status of Women as a leadership project to provide high school students with opportunities to enhance their leadership skills and learn about issues related to women's equality and advocacy; and

Whereas, the Junior Commissioners attended regular monthly meetings of both the Commission on the Status of Women and the Junior Commission, where they were introduced to County government and the role of the women's commission as an advisory body to the Board of Supervisors on women's equality issues;

Whereas, fourteen high school students contributed substantial time, ideas and energy serving as Junior Commissioners during 2013-2014 where they learned how to participate in and run meetings, who their elected officials are and how to contact them, and how to be active participants in their community; and

Whereas, for their annual service project, the Junior Commissioners cleaned and installed new furnishings in their adopted room at Sloan House, a safe house for women, and planted a garden; and

Whereas, Briallyn Mansell conducted a focus group of her peers on the topic "Sex Education: How Effective Is It?" and presented her findings thereon:

Now, Therefore, Be It Resolved that the Board of Supervisors commends the participation of Briallyn Mansell from Sebastopol as a 2013-2014 Junior Commissioner of the Commission on the Status of Women and encourages her to continue working towards a future leadership role in the community.

Resolution #

Date:

Page 2

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
Agenda Item
Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 5
(This Section for use by Clerk of the Board Only.)

To: Board of Directors of the Sonoma County Agricultural Preservation and Open Space District and the Sonoma County Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors (1st District)

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-2241

Supervisorial District(s):

1st

Title: Gold resolution

Recommended Actions:

Adopt a Gold Resolution congratulating Leslie Hudson on her retirement, and for her years of service to the District and County of Sonoma as a title company escrow officer

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Not applicable

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Gold Resolution			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma

State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**A Joint Resolution of the Board Of Supervisors of The County of Sonoma, State of California,
and of the Board of Directors of the Sonoma County Agricultural Preservation and Open
Space District, Commending Leslie Hudson for her years of service to the District and the
County as a Title Company Escrow Officer**

Whereas,

Leslie Hudson has been an escrow officer for various title companies in Sonoma County for 38 years; and

Whereas,

Leslie has provided to the County of Sonoma title company escrow officer services over a period of several decades involving a wide variety of real estate transactions for the departments of Transportation and Public Works and General Services, including right-of-way acquisitions for major road reconstruction projects on Stony Point Road, Sebastopol Road, Highway 12 (Springs area), Moorland Avenue, and Verano Avenue; and

Whereas,

Leslie has provided to the Sonoma County Agricultural Preservation and Open Space District title company escrow officer services on real estate transactions from the earliest District acquisitions, starting with the Cloudy Bend conservation easement in March, 1993, and subsequently handled many of the District's conservation projects; and

Whereas,

Leslie's work as an escrow officer for the County and the District often included complex real estate transactions involving various types of legal documents, numerous parties, multiple agreements, complicated escrow conditions, and critical timelines under often difficult circumstances; and

Whereas,

Leslie and her assistants provided these services to the County and District, the private party sellers, and other involved parties with competence, efficiency, effectiveness, superior communication, a great attention to detail, and good humor; and

Resolution #

Date:

Page 2

Whereas,

These County and Open Space District projects improved the quality of life for all of the citizens of Sonoma County through the improvement of roads, development and improvement of public infrastructure, creation of parks, preservation of agricultural lands, and the protection of the natural environment.

Now, Therefore, Be It Resolved

That the County of Sonoma and the Sonoma County Agricultural Preservation and Open Space District congratulates Leslie Hudson on the occasion of her retirement from Fidelity National Title Company and thanks her for years of service to the County and the District.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
Agenda Item
Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 6
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: No Vote Required

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-2241

Supervisorial District(s):

First

Title: Gold Resolution

Recommended Actions:

Adopt a Gold Resolution congratulating Ian McLean Olney for achieving rank of Eagle Scout

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Not Applicable

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Resolution			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma

State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Honoring Ian McLean Olney for Achieving the Rank of Eagle Scout

Whereas, the Boy Scouts of America have a long and impressive history of preparing young men to assume responsibility in their communities; and

Whereas, Ian Olney is from Boy Scout Troop 121 in Santa Rosa, CA, which is part of the Redwood Empire Council in the Pomo District. He has been scouting for seven years, and

Whereas, On February 17th, 2014 Ian McLean Olney of Santa Rosa, CA earned the Boy Scouts of America's highest rank: Eagle Scout, and

Whereas, within scouting he has held the following leadership positions: Patrol Leader and Troup Guide; and

Whereas, Ian has currently earned 21 merit badges including: First Aid, Swimming, Small Boat Sailing, Rowing, Photography, Aviation, Shotgun Shooting, Rifle Shooting, Communications, Family Life, Fishing, Environmental Science, Citizenship in the World, Personal Management, Emergency Preparedness, Camping, Welding, Citizenship in the Community, Citizenship in the Nation, Geology, and Personal Fitness, and

Whereas, Ian has spent many years camping, hiking, and exploring this beautiful country and particularly Sonoma County with the Boy Scouts. He was privileged to attend two weeks at the prestigious Philmont Scout Ranch in Cimarron, New Mexico for a period of two weeks. Philmont is the Boy Scouts of America's largest national High Adventure Base, and

Whereas, Ian planned, developed, and gave leadership to his Eagle Scout service project at Taylor Mountain Regional Park in Santa Rosa, CA. He led a group of volunteers to build a puncheon (a low footbridge that crosses a seasonal stream) at the beginning of Todd Creek Trail, near the Kawana Terrace parking lot. In addition, they added trails leading up to and away from the bridge, connecting it to walking trails, and

Whereas, Ian is a senior at Montgomery High School, graduating in May 2014. Ian has always enjoyed science classes; he finds physics and chemistry especially interesting. He looks forward to a future as an engineer, a teacher, or in the Peace Corps.

Resolution #

Date:

Page 2

Now, Therefore, Be It Resolved **that the Sonoma County Board of Supervisors commends Ian upon his outstanding achievement of joining the rank of Eagle Scout.**

Be It Further Resolved that the Sonoma County Board of Supervisors appreciates the effort which went into achieving the rank of Eagle Scout, and anticipates that Ian McLean Olney will have the heart and spirit of an Eagle throughout his adult life.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
Agenda Item
Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 7
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: No Vote Required

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-2241

Supervisorial District(s):

First

Title: Gold Resolution

Recommended Actions:

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California Congratulating Jennifer Yankovich on her retirement from the Sonoma Valley Chamber of Commerce after 15 years of Outstanding Service

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Not Applicable

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Resolution			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma

State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California Congratulating Jennifer Yankovich on her retirement from the Sonoma Valley Chamber of Commerce after 15 years of Outstanding Service

WHEREAS, since 1909, The Sonoma Valley Chamber of Commerce has been the voice of local business, providing business advocacy, promotion, networking, education, and economic development services; and

WHEREAS, Jennifer joined the staff of the Sonoma Valley Chamber of Commerce in 1998 after serving Sonoma County as a Community Development Manager from 1994-98. In 2000, she was appointed the Chief Executive Officer by its Board of Directors; and

WHEREAS, Jennifer has dedicated her professional and personal life to the community of Sonoma. She was raised here, graduating from Sonoma Valley High School in 1985, and then chose to raise her own family in the valley. Her connection to Sonoma has proven invaluable during her tenure at the chamber. As one colleague stated, "Jennifer is a natural leader. Her warmth, humor, and kindness bring people together, and she has always understood that it is the connections among us that make our community such a special place. Jennifer's love for her hometown is enduring and Sonoma Valley has benefited greatly from her leadership at the Chamber of Commerce" and,

WHEREAS, Jennifer has been instrumental in developing the Leadership Sonoma Valley program, launched in 1998, which has produced over 150 graduates in public, private, and nonprofit sectors, and

WHEREAS, Jennifer has encouraged the youth and future workforce of Sonoma Valley through her work with the Business Education Roundtable, which provides scholarships and the annual Good Work Ethic Award, given to a high-school-student-employee. The organization also recognizes outstanding local students at the annual Student Showcase, as part of the Business and Education Breakfast Forum; and includes programs for job shadowing, mock interviews, and student internships, and

WHEREAS, Jennifer initiated the Economic Development Program in 2004, an award-winning partnership of the Chamber of Commerce and local government that works toward the improvement and study of the Sonoma Valley economy, and

WHEREAS, in 2008, Jennifer helped develop the Shop Sonoma program to promote the many benefits to the community of shopping for products and services locally, and

Resolution #

Date:

Page 2

WHEREAS, Jennifer's work has been recognized by the Western Association of Chamber Executives in 2003, 2005, and 2008, and by the League of California Cities in 2007, and

WHEREAS, the Sonoma Valley Chamber of Commerce and the larger community is grateful to Jennifer for making the Sonoma Valley is a better place to live, work and play, and

Now, Therefore, Be It Resolved that the Board of Supervisors of Sonoma County hereby Congratulates Jennifer Yankovich on her retirement from the Sonoma Valley Chamber of Commerce after 15 years of Outstanding Service

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma
Agenda Item
Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 8
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: No Vote Required

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisorial District(s):

Supervisor Susan Gorin, 565-2241

First

Title: Gold Resolution

Recommended Actions:

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California Congratulating Friends House on the 30th Anniversary of Providing Outstanding Care for the Senior Community

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Not Applicable

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Resolution			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma

State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California Congratulating Friends House on the 30th Anniversary of Providing Outstanding Care for the Senior Community

WHEREAS, Friends House is a community of seniors where it is easy to form close and supportive relationships, to find intellectual stimulation, and where residents encourage one another to accept diminishment of age with grace and good humor, and

WHEREAS, the Quaker founders envisioned Friends House as a place for people of modest means who had spent their working years in community service to care for one another; the founders directed that at least half of the residents not be members of the Religious Society of Friends, and

WHEREAS, the community was designed by the late Sanford Hirshen, a noted Berkeley architect who used *A Pattern Language* and the principles of *The Timeless Way of Building* (both authored by architect Christopher Alexander) to express the goals of the founders; the result is a place that encourages connection without intrusion, and intimacy as well as solitude, and

WHEREAS, Friends House opened its doors in 1984 to demonstrate a “social model” of health care for elders and their caregivers; its skilled nursing facility quickly established a reputation as one of the best places of its kind north of the Golden Gate, and

WHEREAS, residents can live in garden apartments, enjoy fruit trees and flowers in all seasons, and take secluded refreshing walks along the North fork of Ducker Creek , and

WHEREAS, this has always been a “do-it-yourself” community; unique for its time, residents served (and still serve) on the Friends House Board of Directors, and residents are responsible for arranging their own evening programs, films, speakers, and community celebrations rather than relying on a staff activity director, and

WHEREAS, for many years Friends House hosted the only Adult Day Care facility in Sonoma County, providing stimulating activities for disabled people and respite for their families , and

WHEREAS, the Community serves nursing interns, Red Cross trainees, and is often a site for SRJC art classes and SSU seminars on aging issues, and

Resolution #

Date:

Page 2

WHEREAS, changing economic conditions and regulatory requirements have resulted in employment of a corporate management company, Pacific Retirement Services, and it is likely that Friends House will need to increase in size in years to come, however the Board, residents and staff are working to assure that it remains a place of intimacy, with respect for its founding vision, and

Now, Therefore, Be It Resolved that the Board of Supervisors of Sonoma County hereby Congratulates Friends House on the Occasion of their 30th Anniversary of Providing Outstanding Care for the Senior Community

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 9
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors County of Sonoma

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Department of Health Services

Staff Name and Phone Number:

Rita Scardaci, 565-7876

Supervisorial District(s):

Countywide

Title: May is Mental Health Month

Recommended Actions:

Adopt a Resolution proclaiming May 2014 as Mental Health Month in Sonoma County.

Executive Summary:

The Department of Health Services requests that the Board proclaim May 2014 as Mental Health Month in Sonoma County. Since 1949, activities associated with National Mental Health Month have increased the public's awareness of mental health issues and the reality of mental illness. Mental health associations, families, clients, and advocacy groups across the County participate in this public awareness campaign each year.

In Sonoma County approximately seven percent of our population suffers from a serious mental illness. In addition, each year 20 percent of Sonoma County residents will experience a mental health issue that impacts their ability to function effectively in some area of their life. Unfortunately, many of these individuals do not seek help. Through outreach efforts and other opportunities Department staff, contract providers, Sonoma County Mental Health Board members, and National Alliance on Mental Illness (NAMI) staff will be emphasizing the importance and effectiveness of treatment, consumer empowerment and self-help, anti-stigma efforts, integrated services delivery, and similar principles underlying community mental health.

Below is a summary of activities planned for May 2014. Additional information is available on the DHS website: <http://www.sonoma-county.org/health/>.

- On May 1st, Jewish Family and Children's Services staff are being trained in QPR - Question, Persuade, Refer - to teach them to recognize the warning signs of a suicide crisis and how to question, persuade, and refer someone to help. This training is for JFCS staff only, but please see May 20th listing for QPR training open to the public. Sponsored by Sonoma County Department of Health Services, Behavioral Health Division.
- On May 2nd, Buckelew Programs is sponsoring a Comedy Show with local comedian Brian Wetzel

and a panel discussion, at Santa Rosa Junior College in the Newman Auditorium.

- On May 5th, Sonoma County Office of Education and Social Advocates for Youth are presenting Each Mind Matters at a lunchtime event at Healdsburg High School.
- On May 7th, a Brown Bag Lunch for Teachers will feature Mental Health in the Classroom at Cloverdale High School, sponsored by Sonoma County Office of Education and Social Advocates for Youth.
- Also on May 7th, the PEERS Coalition from SRJC will host a workshop, Catching Your ZZZZs from 5:00-7:00 pm, at the Bertolini Student Activities Center on the Santa Rosa Campus.
- On May 10th in the morning, many community mental health-oriented organizations will participate in the Human Race in Santa Rosa. Groups such as NAMI and Buckelew will have walkers providing Anti Stigma and Recovery messages, and tables with educational materials.
- On May 10th in the afternoon is the Wellness Expo at the Santa Rosa Veterans Building, sponsored by Sonoma County Department of Health Services, Goodwill Industries, and NAMI-Sonoma County. A film, A New State of Mind: Ending the Stigma of Mental Illness, followed by a panel discussion, will be screened twice: 10:30-12:00 and 1:00-2:30. Many other activities will be ongoing.
- May 12th is Stress Relief Day at SRJC's Petaluma Campus' Rotary Plaza.
- May 13th, 9:30-5:00 is Mental Health Awareness Day at the State Capitol, sponsored by Each Mind Matters, CalMHSA, and MHCC. Location is the South Lawn of the Capitol Building in Sacramento.
- May 14th is a Brown Bag Lunch for Teachers at Cloverdale High School, Family Systems and Mental Health, sponsored by Sonoma County Office of Education and Social Advocates for Youth.
- May 14th is Stress Relief Day, 11:00-2:00, at SRJC Santa Rosa Campus, Bertolini Plaza.
- May 16th, 6:30-8:30 pm will be a Chalk HeArt event in downtown Petaluma, #8 Fourth Street, Bank of Marin. Sponsors are Petaluma People Services Center, Buckelew Programs, Bank of Marin, and Casa Grande Senior Projects.
- On May 20th is a QPR (Question, Persuade, Refer) training open to the public at California Parenting Institute, Santa Rosa, to teach the average person to recognize the warning signs of a suicide crisis and how to question, persuade, and refer someone to help. Sponsored by Sonoma County Department of Health Services, Behavioral Health Division.
- May 21st is a Brown Bag Lunch for Teachers, Caring for Your Mental Health, at Cloverdale High School. Sponsored by Sonoma County Office of Education and Social Advocates for Youth.
- May 21st is a Public Hearing on the MHSA Integrated Plan, 5:00-7:00 pm at the Finley Center, 2060 West College Avenue, Santa Rosa. Sponsored by Sonoma County Department of Health Services, Behavioral Health Division.
- On May 29th and 30th, the Sonoma County Department of Health Services, Behavioral Health Division and CiMH's Greater Bay Area Collaborative will offer a free training for a licensed staff, 1-5 pm, at 625 Fifth Street, Santa Rosa. Seating is limited, so reservations are required.
- Finally, on May 31st, the Sonoma County Department of Health Services, Behavioral Health

Division is training staff at Social Advocates for Youth and at Goodwill Industries in QPR, to teach them to recognize warning signs of a suicide crisis.

Prior Board Actions:

Since 1995, the month of May has annually been proclaimed Mental Health Month in Sonoma County.

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community

Activities associated with Mental Health Month help to increase the public’s awareness of mental health issues and the reality of mental illness.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 0	County General Fund	\$ 0
Add Appropriations Req'd.	\$ 0	State/Federal	\$ 0
	\$	Fees/Other	\$ 0
	\$	Use of Fund Balance	\$ 0
	\$	Contingencies	\$ 0
	\$		\$
Total Expenditure	\$ 0	Total Sources	\$ 0

Narrative Explanation of Fiscal Impacts (If Required):

There is no fiscal impact associated with the recommended action of this item.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Resolution, activities and events list

Related Items “On File” with the Clerk of the Board:

None



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Proclaiming May 2014 As Mental Health Month in Sonoma County.**

Whereas, one in five adults will experience a mental health disorder at some point in their life, yet mental illness remains one of the most misunderstood illnesses in our society;

Whereas, the stigma of mental illness deprives many people of the quality mental health services they need and deserve;

Whereas, mental health not only concerns those with mental illness, but also has broad reaching impacts which greatly affect our communities and our entire society;

Whereas, focusing on mental health as a community raises awareness about mental illness and the importance of mental wellness for all; and

Whereas, Sonoma County's public mental health system annually serves over 15,000 individuals, helping to improve the lives of many families.

Now, Therefore, Be It Resolved that the Board of Supervisors of Sonoma County does hereby proclaim May 2014 as Mental Health Month in Sonoma County, and encourages all Sonoma County residents, government agencies, public and private institutions, businesses, organizations, and schools to work toward the achievement of comprehensive, consumer-driven, community mental health care for the benefit of all individuals.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.

May is Mental Health Month 2014 - Activities & Events



Date	Time	Activities & Events	Location	Sponsoring Agency(ies)	For more information
May 1		QPR Training for JFCS Staff ONLY (see May 20th)	Jewish Family and Children's Services	Sonoma County Department of Health Services, Behavioral Health Division	
May 2	7:30 pm - 9:30 pm Doors Open at 7:00 pm	Comedy Show with local comedian Brian Wetzel, and Panel Discussion about Mental Health	SRJC Newman Auditorium Santa Rosa	Buckelew Programs	Kristi Toprakci kristit@buckelew.org
May 5	Lunch Event	<i>Each Mind Matters</i> Monday	Healdsburg High School	Sonoma County Office of Education and Social Advocates for Youth	Susan Dunn sdunn@saysc.org
May 7	Brown Bag Lunch for Teachers	<i>Mental Health in the Classroom</i>	Cloverdale High School	Sonoma County Office of Education and Social Advocates for Youth	Katrina Thurman, Susan Dunn, and Debra Sanders
May 7	5:00-7:00 pm	PEERS Coalition Workshop: <i>Catching Your ZZZZZZ's</i>	Bertolini Student Activities Center, Santa Rosa	Santa Rosa Junior College Student Health Services and PEERS Coalition	Becky Fein rfein@santarosa.edu
May 10	8 AM-timed runners start	The Human Race	Herbert Slater Middle School, Santa Rosa	Mental Health Organizations Wearing Lime Green, and Resource Tabling	Amy Faulstich amy.faulstich@sonoma-county.org
May 10	Two Film Screenings with Panel Discussion, 10:30-12:00 and 1:00-2:30	Wellness Expo Showing the film, <i>A New State of Mind: Ending the Stigma of Mental Illness</i>	Santa Rosa Veterans Memorial Building	Sonoma County Department of Health Services, Goodwill Industries: The Wellness & Advocacy Center and CCAN and NAMI-Sonoma County	Amy Faulstich amy.faulstich@sonoma-county.org
May 12	11:00-2:00	<i>Stress Relief Day</i>	Santa Rosa Junior College - Petaluma Campus Rotary Plaza	SRJC Student Health Services and Active Minds Club	Jeane Erlenborn jerlenborn@santarosa.edu
May 13	All Day-9:30-5:00	<i>Mental Health Awareness Day</i> at the State Capitol	South Lawn, Capitol Building Sacramento	Each Mind Matters, CalMHSA, MHCC	eachmindmatters@gmail.com EachMindMatters.org

Date	Time	Activities & Events	Location	Sponsoring Agency(ies)	For more information
May 14	Brown Bag Lunch for Teachers	<i>Family Systems and Mental Health</i>	Cloverdale High School	Sonoma County Office of Education and Social Advocates for Youth	Katrina Thurman, Susan Dunn, Debra Sanders
May 14	11:00-2:00	<i>Stress Relief Day</i>	Santa Rosa Junior College - Santa Rosa Bertolini Plaza	SRJC Student Health Services and Active Minds Club	Jeane Erlenborn jerlenborn@santarosa.edu
May 16	6:30 pm -8:30 pm	<i>Chalk HeArt</i> http://lovewhatsreal.com/2014-chalk-heart-challenge/	Bank of Marin, 8 Fourth Street, downtown Petaluma	Petaluma People Services Center, Buckelew Programs, Bank of Marin and Casa Grande Senior Projects	Petaluma People Services Center (707) 765-8488
May 20	6:30 pm -8:00 pm	<i>QPR Training</i> Open to the Public	California Parenting Institute, Santa Rosa	Sonoma County Department of Health Services, Behavioral Health Division	Grace Harris graceh@calparents.org
May 21	Brown Bag Lunch for Teachers	<i>Caring for Your Mental Health</i>	Cloverdale High School	Sonoma County Office of Education and Social Advocates for Youth	Katrina Thurman, Susan Dunn sdunn@saysc.org , Debra Sanders
May 21	5:00-7:00 PM	Public Hearing on the <i>MHSA Integrated Plan</i>	Finley Center, Cypress Room 2060 W. College Santa Rosa	Sonoma County Behavioral Health	707-565-4850
May 29 and 30	1:00-5:00 pm (RSVP for Limited Seating)	<i>Trauma Informed Care</i> Training with Kristen Dempsey	City View Rooms 625 Fifth Street Santa Rosa	Sonoma County Department of Health Services - Behavioral Health Division	Amy Faulstich amy.faulstich@sonoma-county.org
May 30	1:00-2:30	<i>Access to Care</i>	Interlink Self Help Center 1033 4 th St, Santa Rosa	Interlink Self Help Center	(707) 546-4481
May 31		<i>QPR Training</i> for SAY Staff ONLY	Social Advocates for Youth	Sonoma County Department of Health Services, Behavioral Health Division	
May 31		<i>QPR Training</i> for Goodwill Staff ONLY	Goodwill Industries of the Redwood Empire	Sonoma County Department of Health Services, Behavioral Health Division	



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 10
(This Section for use by Clerk of the Board Only.)

To: Board of Directors, Sonoma County Water Agency

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Sonoma County Water Agency

Staff Name and Phone Number:

Claire Nordlie / 707-524-1165

Supervisory District(s):

All Districts

Title: Reimbursement Agreement for the North Marin Water District Water Use Efficiency Program

Recommended Actions:

Authorize the General Manager to execute an agreement with the North Marin Water District for reimbursement to the Water Agency for Water Conservation Program assistance (\$180,000; anticipated to begin in May 2014, and terminates on December 31, 2017).

Executive Summary:

This item requests authority for the General Manager to execute an agreement with North Marin Water District (District) for reimbursement to the Sonoma County Water Agency (Water Agency) for Water Use Efficiency Program (Program) assistance (\$180,000; terminates December 31, 2017).

HISTORY OF ITEM/BACKGROUND

The District and Water Agency share the goal of promoting increased water use efficiency in order to reduce operating costs; avoid or defer capital improvement costs associated with expansion of water supply and wastewater disposal systems; minimize associated environmental impacts; and meet the criteria and standards of state and federal regulatory agencies. The District and Water Agency are parties to the Restructured Agreement for Water Supply (Restructured Agreement) which authorizes the Water Agency to implement and fund water use efficiency measures that are cost-effective and will reduce water demands on the Water Agency's water transmission system. The District and Water Agency are also signatories to the Memorandum of Understanding Regarding Urban Water Conservation in California (Memorandum) as governed by the California Urban Water Conservation Council. The Memorandum identifies water use efficiency best management practices that achieve long-term reductions in per-capita water demand to improve supply reliability; reduce the impact of short-term water shortage conditions; and provide a more accurate basis for future water management planning efforts. In addition, the District and Water Agency are members of the Sonoma-Marin Saving Water Partnership whose intent is to provide regional solutions for water use efficiency.

The Water Agency and District have cooperated to develop, implement, and fund a water use efficiency program

and the District requests the Water Agency's continued assistance in developing and implementing water use efficiency measures.

SERVICES TO BE PERFORMED

Under the proposed agreement, the Water Agency will provide assistance with various water use efficiency programs administered by the District.

Specifically, the District is requesting services and materials from the Water Agency for implementation and administration of the District's water use efficiency program. Water Agency will assist NMWD with program management including but not limited to rebate eligibility verification, processing rebates, tracking rebate and program participation, developing marketing/outreach materials, scheduling program related appointments and conducting indoor and outdoor water surveys. Programs may include but are not limited to:

1. HET Rebates and/or Direct Install Program,
2. Landscape Equipment Rebates,
3. Cash for Grass Turf Rebates,
4. Weather Based Irrigation Controller Rebates,
5. Water Smart Home Program,
6. High-Efficiency Clothes Washer Rebates,
7. Water Smart Home Survey Program.

The revenue received will not exceed \$60,000 in fiscal year 2013/2014, \$60,000 in fiscal year 2014/2015, and \$60,000 in fiscal year 2015/2016; the agreement is anticipated to begin in May 2014 and terminates on December 31, 2017. The total agreement amount is \$180,000. The source of revenue is from the District and will go into the Water Agency's 'Water Transmission, Water Conservation' fund.

Prior Board Actions:

03/12/2013: Prior agreement with North Marin Water District (\$183,750 total agreement revenue sourced from grants and North Marin Water District), to distribute grant funds and administer water use efficiency programs; no term end date given.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

This project aligns with Goal 2 by reducing water and waste water treatment and distribution which will, in turn, also reduce green house gas emissions.

Water Agency Water Supply Goals and Strategies, Goal 3: Ensure that water will be available to customers at all times, including during short-term emergencies, such as earthquakes, and long-term challenges caused by extended droughts and global climate change.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ -60,000	Water Agency Gen Fund	\$ -0-
Add Appropriations Req'd.	\$ -0-	North Marin Water District - State/Federal	\$ -60,000
	\$	Fees/Other	\$ -0-
	\$	Use of Fund Balance	\$ -0-
	\$	Contingencies	\$ -0-
	\$		\$
Total Expenditure	\$ -60,000	Total Sources	\$ -60,000

Narrative Explanation of Fiscal Impacts (If Required):

Revenue received for each year will not exceed \$60,000. The source of revenue is from North Marin Water District and will go into the Water Transmission, Water Conservation fund at Sonoma County Water Agency.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

None.

Related Items "On File" with the Clerk of the Board:

Draft Agreement (1 Copy)

DT: \\FILESERVER\DATA\CL\AGENDA\AGREES\05-13-2014 WA REIMBURSEMENT FOR WATER USE EFFICIENCY PROGRAM_SUMM.DOCM

CF/40-0-21 NORTH MARIN WATER DISTRICT (REIMBURSEMENT AGREE FOR WATER USE EFFICIENCY PROGRAM - FY 2013/2014 THROUGH 2015/2016) TW 13/14-130 (ID 5028)



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 11
(This Section for use by Clerk of the Board Only.)

To: Board of Directors, Sonoma County Water Agency

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Sonoma County Water Agency

Staff Name and Phone Number:

Kevin Campbell 547-1921

Supervisorial District(s):

Fourth

Title: Dry Creek Habitat Enhancement Demonstration Project – Right of Way

Recommended Actions:

- 1) Authorize General Manager to execute agreements for acquisition of real property rights for the Dry Creek Habitat Enhancement Demonstration Project.
- 2) Authorize the General Manager to execute any other documents necessary to close the transactions.

Executive Summary:

This item requests delegated authority for the General Manager to execute agreements with property owners for acquisition of real property rights on three parcels for the Dry Creek Habitat Enhancement Demonstration Project and to pay the owners the negotiated amount of consideration. This item also includes authorization for the General Manager to execute any other documents and to pay any ancillary costs required to close the transactions.

HISTORY OF ITEM/BACKGROUND

On November 15, 2011, the Board of Directors of the Sonoma County Water Agency (Water Agency) approved the Dry Creek Habitat Enhancement Demonstration Project (Project) to implement habitat enhancement projects within a one mile reach of Dry Creek. The Project area is located within the Dry Creek Valley approximately a half-mile upstream and downstream of Lambert Bridge Road. Project activities consist of dewatering and bypass flow pumping, stockpiling of materials, removal of vegetation, excavation of backwater/alcove areas, and placement of boulder and log structures and revegetation. The Project was designed to demonstrate the feasibility of habitat improvement projects in Dry Creek, to evaluate their effectiveness, and to acquire knowledge that could be beneficial to future habitat improvement projects in Dry Creek.

The Board delegated authority to the General Manager to acquire the property rights necessary to construct the Project, provided that the form of the agreements and the amount of compensation were substantially the same as provided to the Board for approval. Due to the amount of time needed for negotiation of the necessary property rights needed to construct the Project, the Project has been separated into three phases. Phase one was constructed during the summer and early fall of 2012.

Phase two was constructed during the summer and early fall of 2013. Phase three is scheduled to begin construction in June of 2014. The temporary construction easements that were acquired for the 2013 construction season were for a 365 day duration. The temporary construction easements expired with the filing of the Notice of Completion for the phase two construction work. Although the majority of construction work was completed during the 2013 construction season, the Water Agency was unable to complete all of the proposed improvements south of Lambert Bridge due to issues with obtaining the consent/subordination from a beneficiary of the deed of trust for one of the property owners south of Lambert Bridge. In order to construct portions of phase three of the Project, the Water Agency must obtain new temporary construction easements from three property owners to facilitate construction. Water Agency staff negotiated with the property owners to obtain new temporary construction easements for construction of the remaining improvements from the three property owners. The properties are located on Dry Creek south of Lambert Bridge (see Attachment A for list of properties, and Attachment B for further details).

Acquisition of Property Rights

The property rights needed for the Project were appraised at a total of \$20,150 for the three properties. The purchase cost for the acquisitions and any cost for closing of the acquisitions were budgeted for in the Fiscal Year 2013-2014 budget. The cost for the temporary construction easements were based on the same cost per square foot as appraised for the previous temporary construction easements. During construction of the second phase of construction, the Water Agency discovered that the amount of area that had been rented was insufficient for construction. The area rented by the Water Agency for temporary construction use was increased on two of the properties which increased the total amount of compensation paid.

Permit requirements only allow for construction of Project improvements within Dry Creek between June 15th and October 15th. In order to facilitate access to the property as soon as possible (which will allow the Water Agency's contractor maximum flexibility to access various Project sections), Water Agency staff is requesting delegated authority to the General Manager to execute the property rights documents.

California Environmental Quality Act Compliance

The Water Agency, as the Lead Agency pursuant to the California Environmental Quality Act (CEQA), completed environmental documentation in accordance with CEQA for the Project. The Water Agency prepared an Initial Study/Mitigated Negative Declaration (IS/MND), which addresses the potential impacts related to the Project and measures to mitigate adverse effects of the Project. The IS/MND was adopted by the Board on November 16, 2011. The Water Agency prepared and filed a Notice of Determination in accordance with CEQA, the State CEQA Guidelines, and the Agency's Procedures for the Implementation of CEQA. With the incorporation of the mitigation measures identified in the MND, the Project would not have an adverse impact upon the environment.

Prior Board Actions:

06/11/13: Authorize General Manager to execute agreements for real property rights acquisition for Project

11/15/11: Resolution approving Project and authorizing acquisition of Property Rights for Project

05/04/10: Approved Agreement for Design of Dry Creek Habitat Enhancement Demonstration Project

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

This item supports the County’s goal regarding Economic and Environmental Stewardship by providing habitat for endangered salmonid species while maintaining a reliable water supply for Sonoma County.

Water Agency Water Supply Goals and Strategies, Goal 1: Work with water contractors to retain and improve the reliability of the water supply production and distribution systems, including during short-term emergencies, such as earthquakes, and during long-term challenges caused by extended droughts and global climate change.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 20,150	Water Agency Gen Fund	\$ 0
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 20,150
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 20,150	Total Sources	\$ 20,150

Narrative Explanation of Fiscal Impacts (If Required):

Amount budgeted for 2013/2014 fiscal year in account #673806-9480.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

List of Properties Attachment A; Property Descriptions Attachment B

Related Items “On File” with the Clerk of the Board:

3 Temporary Construction Easements (1 copy each)

ATTACHMENT "A"

List of Affected Properties

Execution of License Agreements to be delegated to General Manager

<u>GRANTOR</u>	<u>Assessor's Parcel Number</u>	<u>AMOUNT</u>
Dry Creek Vineyard, Inc.	090-120-014 & 015, 090-160-024 & 043	\$4,700
Donald and Kim Wallace	090-150-050	\$3,300
Michael M. Farrow and Vicky Farrow	090-150-058	\$12,150

ATTACHMENT "B"

Description of Acquired Property Rights

The following property rights are needed to construct the Project:

1. From Dry Creek Vineyard, Inc., a California corporation a temporary construction easement containing 0.263-acres. The temporary construction easement to be acquired are part of four larger parcels (Assessor's Parcel Numbers 090-120-014 & 015 and 090-160-024 & 043) totaling 39.50-acres. Negotiated compensation for this acquisition is \$4,700.
2. From Donald Wallace and Kim Stare-Wallace a temporary construction easement containing 0.0.396-acres. The temporary construction easement to be acquired are part of a larger parcel (Assessor's Parcel Number 090-150-050) totaling 11.840-acres. Negotiated compensation for this acquisition is \$3,300.
3. From Michael M. Farrow and Vicky M. Farrow 2013 Trust a temporary construcion easement containing 0.0.633-acres. The temporary construction easement to be acquired are part of a larger parcel (Assessor's Parcel Number 090-150-058) totaling 26.150-acres. Negotiated compensation for this acquisition is \$12,150.



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 12
(This Section for use by Clerk of the Board Only.)

To: Board of Directors, Sonoma Valley County Sanitation District

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Sonoma Valley County Sanitation District

Staff Name and Phone Number:

Kevin Campbell 547-1921

Supervisorial District(s):

First

Title: North Bay Water Reuse Program – Sonoma Valley Effluent Reservoir R5 Project

Recommended Actions:

Authorize the Chair to execute a Declaration of Covenants, Conditions, and Restrictions, over a portion of Sonoma Valley County Sanitation District Property, located near 8th Street East and Schellville Road, Sonoma, in conjunction with the San Francisco Bay Region of the California Regional Water Quality Control Board's Conditional Water Quality Certification for the District's North Bay Water Reuse Program – Sonoma Valley Effluent Reservoir R5 Project.

Executive Summary:

This item will authorize the Chair to execute a Declaration of Covenants, Conditions and Restrictions, in the form provided to the Board, over a portion of Sonoma Valley County Sanitation District Property in conjunction with the San Francisco Bay Region of the California Regional Water Quality Control Board's Conditional Water Quality Certification for the District's North Bay Water Reuse Program – Sonoma Valley Effluent Reservoir R5 Project (Project). Construction of the Project resulted in the elimination of a small amount of wetlands located within the footprint for the proposed recycled water reservoir. Due to the effect on the wetlands, the District was required to apply to the San Francisco Bay Region of the State of California Regional Water Quality Control Board (Regional Board) for a Clean Water Act Section 401 water quality certification. As a condition of the 401 water quality certification, the District was required to execute a Declaration of Covenants, Conditions, and Restrictions over a portion of the District's property identified as Assessor's Parcel Number 128-422-070 to protect the remaining wetlands on the property.

HISTORY OF ITEM/BACKGROUND

In December 2006, the Board of Directors of the Sonoma Valley County Sanitation District (District) authorized the Sonoma Valley Recycled Water Project (Water Project). The purpose of the Water Project is to store and distribute recycled water throughout the Sonoma Valley. The Water Project has undergone environmental review and an Environmental Impact Report (EIR) for the Water Project was

certified by the Board in 2006. The Water Project identified vacant land located next to the District's Wastewater Treatment Plant as a site for storage ponds for the Sonoma Valley County Sanitation District North Bay Water Reuse Program –Sonoma Valley Effluent Reservoir R5 Project (Project).

On March 16, 2010, the Board of Directors approved acquisition of two separate portions of the vacant land adjacent to the District's Treatment Plant. On July 2, 2010, the District acquired two parcels identified by the Sonoma County Assessor as Assessor's Parcel Numbers 128-422-070 and 128-422-071 (District Property) for the purpose of construction of the Project. On April 4, 2011, the District awarded the construction of the Project to Ford Construction. On July 25, 2011, the notice to proceed was granted to Ford Construction to begin construction of the Project.

Construction of the Project results in the elimination of a small amount of wetlands located within the footprint for the proposed recycled water reservoir. Due to the effect on the wetlands, the District was required to apply to the San Francisco Bay Region of the State of California Regional Water Quality Control Board (Regional Board) for a Clean Water Act Section 401 water quality certification. On July 20, 2011, the Regional Board granted a conditional Water Quality Certification for the Project. On January 2, 2014, the Regional Board finalized the Water Quality Certification for the Project and requested that the District execute a Declaration of Covenants, Conditions, and Restrictions (Declaration) in accordance with the Water Quality Certification. As a condition of the Water Quality Certification, the District is required to execute a Declaration over a portion of the District Property. The Declaration will limit future use of a portion of the District's Property in order to enhance the wetland characteristics of a seasonal wetland swale that crosses a portion of the District Property. The Regional Board provided the Sonoma County Water Agency with template documents for Declarations previously granted to the Regional Board. Using the Regional Board's documents, Sonoma County Water Agency staff, on behalf of the District, prepared a Declaration for a portion of the District Property that was reviewed by County Counsel and reviewed and approved by the Regional Board. The Declaration of Covenants, Conditions, and Restrictions is on file with the Clerk.

Prior Board Actions:

- 04-05-11: Board Action Item #05 Award contract to Ford Construction for construction of Project.
- 03-16-10: Res. 10-0192 Resolution authorizing acquisition of property for Project.
- 12-12-06: Res. 06-1094 Resolution certifying the Sonoma Valley Recycled Water Project EIR.
- 12-12-06: Res. 06-1095 Resolution approving the Sonoma Valley Recycled Water Project.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

This item supports the county goal of economic and environmental stewardship by ensuring that wetlands located on a portion of Sonoma Valley County Sanitation District property are forever preserved.

Water Agency Sanitation Goals and Strategies, Goal 1: Meet or exceed environmental regulations and public health standards.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 0	Water Agency Gen Fund	\$ 0
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 0	Total Sources	\$ 0

Narrative Explanation of Fiscal Impacts (If Required):

Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

Related Items "On File" with the Clerk of the Board:

Deed Restriction (3 copies)



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 13
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Department of Health Services

Staff Name and Phone Number:

Rita Scardaci, x7876; Alfredo Perez, x6627

Supervisorial District(s):

Countywide

Title: First 5 Sonoma County Audit Contract

Recommended Actions:

Authorize the Director of Health Services to execute an agreement with Brown Armstrong Accountancy Corporation in an amount not to exceed \$20,650 for the period July 1, 2014 through June 30, 2015 for First 5 Sonoma County independent audit services, with the option to extend the term for four additional one-year periods (FY 15-16 through FY 18-19) in an amount not to exceed \$20,650 per year, up to a total contract amount not to exceed \$103,250.

Executive Summary:

This item requests approval of an agreement with Brown Armstrong Accountancy Corporation in an amount not to exceed \$20,650 for the period July 1, 2014 through June 30, 2015 for First 5 Sonoma County independent audit services, with the option to extend the term for four additional one-year periods (FY 15-16 through FY 18-19) in an amount not to exceed \$20,650 per year, up to a total contract amount not to exceed \$103,250.

The First 5 Sonoma County Commission (Commission) is required to conduct an independent audit of basic financial statements to determine if the financial statements fairly present the financial position of the Commission in accordance with the standards of Generally Accepted Accounting Principles. The audit must include the necessary review and testing to provide an independent opinion of the financial statements and internal controls on the financials. In addition to the standard financial audit, this audit must go through an expanded audit per California Health and Safety Code section 130151 (California Children and Families Act of 1998, Health & Saf. Code, § 130100 et seq.). The Commission must submit an audit by November 1 of each calendar year (Health & Saf. Code, § 130150) or the state may withhold funds that would otherwise have been allocated.

Since 2000 the Commission has paid for the services of the Sonoma County Auditor-Controller to provide an independent audit. On June 5, 2013 the Commission was informed by the Auditor-Controller's Office that the American Institute of Certified Public Accountants (AICPA) had recently issued clarifying language to Government Accounting Standards on what constitutes an independent auditor. Under the clarified language, the Sonoma County Auditor-Controller was impaired in its

independence from the Sonoma County Department of Health Services that could not be remedied and therefore could not be considered an independent auditor. If the Auditor-Controller were to perform the Commission's audit it would require a *Disclaimer of Opinion* on the financial statements due the independence impairments and the Commission would be put at risk of not meeting the standards for an independent audit under Government Accounting Standards. The FY 12-13 First 5 audit was performed under contract by Vavrinek, Trine, Day & Co, LLP; an outside auditor with an existing County contract to perform audits on behalf of the Sonoma County Auditor-Controller.

On December 9, 2013 the Commission approved the release of an RFP to perform annual auditing services for FY 14-15 through FY 18-19. The RFP was released on January 25, 2013 and eight proposals were received. A committee of the Commission met on March 7, 2014 and recommended awarding a contract to Brown Armstrong Accountancy Corporation based on the detail of their proposal, their experience with similarly sized First 5 Commissions, and a significantly lower proposed cost for services. References provided by three First 5 Commissions were very complimentary about the professionalism and quality of work provided by Brown Armstrong Accountancy Corporation.

On March 24, 2014 the Commission approved an agreement for Brown Armstrong Accountancy Corporation to perform audit services for the First 5 Sonoma County Commission. The agreement provides for an initial term of one year (FY 14-15) with the option to extend the term for four additional one-year periods (FY 15-16 through FY 18-19). The agreement amount is \$20,650 per year, up to a total amount of \$103,250 if all option years are executed.

The First 5 Sonoma County Commission is an agency of the County with independent authority over its strategic plan and local special revenue fund. As required by ordinance, the Commission follows established County administrative procedures for processing its contracts through its administrative agent, the Department of Health Services. The action requested in this agenda item is consistent with the goals and priority outcomes approved in the First 5 Sonoma County Strategic Plan 2011-2020.

Prior Board Actions:

In August 2013 the Board approved an agreement with Vavrinek, Trine, Day & Co, LLP to perform the annual First 5 audit for FY 12-13.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Perform an annual audit assures good stewardship of public resources and provides a public process that assures transparency.

Fiscal Summary - FY 13-14			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 0	County General Fund	\$ 0
Add Appropriations Req'd.	\$ 0	State/Federal	\$ 0
	\$	Fees/Other	\$ 0
	\$	Use of Fund Balance	\$ 0
	\$	Contingencies	\$ 0
	\$		\$
Total Expenditure	\$ 0	Total Sources	\$ 0
Narrative Explanation of Fiscal Impacts (If Required):			
The FY 14-15 budget includes \$20,650 for this agreement. The remaining \$82,600 will be added to the appropriate fiscal year budgets if the options to extend are executed (FY 15-16 - \$20,650, FY 16-17 - \$20,650, FY 17-18 - \$20,650, and FY 18-19 - \$20,650).			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
N/A			
Attachments:			
Agreement with Brown Armstrong Accountancy Corporation			
Related Items "On File" with the Clerk of the Board:			
None			

COUNTY OF SONOMA
AGREEMENT FOR SERVICES
(Revision F – Standard Version)

This agreement ("Agreement"), dated as of _____, 20_____, ("Effective Date") is by and between the County of Sonoma, a political subdivision of the State of California (hereinafter "County") on behalf of First 5 Sonoma County Commission (hereinafter "Commission") and Brown Armstrong Accountancy Corporation, a California corporation (hereinafter "Contractor").

RECITALS

WHEREAS, Contractor represents that it is a duly qualified, licensed Certified Public Accounting firm, experienced in accounting audits and related services; and

WHEREAS, the Commission is an agency of the County with independent authority over the First 5 Sonoma County Commission Strategic Plan and the local special revenue fund; and use of the term "County" in this Agreement necessarily includes the Commission; and

WHEREAS, Commission desires to allocate Proposition 10 resources to audit its financial statements in accordance with the program goals and objectives outlined in the First 5 Sonoma County Commission Strategic Plan; and

WHEREAS, in the judgment of the Commission, it is necessary and desirable to employ the services of Contractor for accounting audits and related services;

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, the parties hereto agree as follows:

AGREEMENT

1. Scope of Services

1.1. Contractor's Specified Services

Contractor shall perform the services described in "Exhibit A – Scope of Work", attached hereto and incorporated herein by this reference (hereinafter "Exhibit A"), within the times or by the dates provided for in Exhibit A and pursuant to Article 7 (Prosecution of Work). In the event of a conflict between the body of this Agreement and Exhibit A, the provisions in the body of this Agreement shall control.

1.2. Cooperation With County

Contractor shall cooperate with County and County staff in the performance of all work hereunder.

1.3. Performance Standard

Contractor shall perform all work hereunder in a manner consistent with the level of competency and standard of care normally observed by a person practicing in Contractor's profession. County has relied upon the professional ability and training of Contractor as a material inducement to enter into this Agreement. Contractor hereby agrees to provide all

services under this Agreement in accordance with generally accepted professional practices and standards of care, as well as the requirements of applicable Federal, State, and local laws, it being understood that acceptance of Contractor's work by County shall not operate as a waiver or release. If County determines that any of Contractor's work is not in accordance with such level of competency and standard of care, County, in its sole discretion, shall have the right to do any or all of the following: (a) require Contractor to meet with County to review the quality of the work and resolve matters of concern; (b) require Contractor to repeat the work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 4 (Termination); or (d) pursue any and all other remedies at law or in equity.

1.4. Assigned Personnel

- a. Contractor shall assign only competent personnel to perform work hereunder. In the event that at any time County, in its sole discretion, desires the removal of any person or persons assigned by Contractor to perform work hereunder, Contractor shall remove such person or persons immediately upon receiving written notice from County.
- b. Any and all persons identified in this Agreement or any exhibit hereto as the project manager, project team, or other professional performing work hereunder are deemed by County to be key personnel whose services were a material inducement to County to enter into this Agreement, and without whose services County would not have entered into this Agreement. Contractor shall not remove, replace, substitute, or otherwise change any key personnel without the prior written consent of County.
- c. In the event that any of Contractor's personnel assigned to perform services under this Agreement become unavailable due to resignation, sickness, or other factors outside of Contractor's control, Contractor shall be responsible for timely provision of adequately qualified replacements.

1.5. Contract Exhibits

This Agreement includes the following exhibits:

- Exhibit A. Scope of Work
- Exhibit B. Budget
- Exhibit C. Insurance Requirements

2. Payment

For all services and incidental costs required hereunder:

Contractor shall be paid on a time-and-material/expense basis in accordance with the budget set forth in Exhibit B – Budget, provided, however, that total payments to Contractor shall not exceed \$20,650 without the prior written approval of County. The Department of Health Services Director may, at their sole discretion, upon exercising their options to extend the term of this Agreement as set forth in Section 3.2, increase the total payments to Contractor up to a maximum of \$103,250. Contractor shall submit its bills in arrears on a monthly basis in a form approved by County's Auditor and the Head of County department receiving the services. The bills shall show or include: (i) the task(s) performed, (ii) the time in quarter hours devoted to the task(s), (iii) the hourly rate(s) of the person(s) performing the task(s), and (iv) copies of receipts

for reimbursable materials/expenses, if any. Expenses not expressly authorized by the Agreement shall not be reimbursed.

Unless otherwise noted in this agreement, payments shall be made within the normal course of County business after presentation of an invoice in a form approved by County for services performed. Payments shall be made only upon the satisfactory completion of the services as determined by County.

Pursuant to California Revenue and Taxation Code (R&TC) Section 18662, County shall withhold seven percent of the income paid to Contractor for services performed within the State of California under this agreement for payment and reporting to the California Franchise Tax Board if Contractor does not qualify as any of the following: (1) a corporation with its principal place of business in California, (2) an LLC or Partnership with a permanent place of business in California, (3) a corporation/LLC or Partnership qualified to do business in California by the Secretary of State, or (4) an individual with a permanent residence in the State of California.

If Contractor does not qualify, County requires that a completed and signed California Form 587 be provided by Contractor in order for payments to be made. If Contractor does qualify, then County requires a completed California Form 590. California Forms 587 and 590 remain valid for the duration of the Agreement provided there is no material change in their facts. By signing either form, Contractor agrees to promptly notify County of any changes in the facts. Forms should be sent to County pursuant to Article 12 (Method and Place of Giving Notice, Submitting Bills, and Making Payments). To reduce the amount withheld, Contractor has the option to provide County with either a full or partial waiver from the State of California.

2.1. Overpayment

If County overpays Contractor for any reason, Contractor agrees to return the amount of such overpayment to County, or at County's option, permit County to offset the amount of such overpayment against future payments owed to Contractor under this Agreement or any other agreement.

3. Term of Agreement

3.1. 3.1 Term

The term of this Agreement shall be from July 1, 2014 to June 30, 2015 unless terminated earlier in accordance with the provisions of Article 4 (Termination) below.

3.2 Options to Extend Term.

The Department of Health Services Director may, at their sole discretion, extend the term of this Agreement for up to four additional one-year periods through June 30, 2019.

4. Termination

4.1. Termination Without Cause

Notwithstanding any other provision of this Agreement, at any time and without cause, County shall have the right, in its sole discretion, to terminate this Agreement by giving 5 business days' advance written notice to Contractor.

4.2. Termination for Cause

Notwithstanding any other provision of this Agreement, should Contractor fail to perform any of its obligations hereunder within the time and in the manner herein provided or otherwise violate any of the terms of this Agreement, County may immediately terminate this Agreement by giving Contractor written notice of such termination, stating the reason for termination.

4.3. Delivery of Work Product and Final Payment Upon Termination

In the event of termination, Contractor, within 14 days following the date of termination, shall deliver to County all materials and work product subject to Section 9.11 (Ownership and Disclosure of Work Product), and shall submit to County an invoice showing the services performed, hours worked, and copies of receipts for reimbursable expenses up to the date of termination.

4.4. Payment Upon Termination

Upon termination of this Agreement by County, Contractor shall be entitled to receive, as full payment for all services satisfactorily rendered and expenses incurred hereunder, an amount which bears the same ratio to the total payment specified in the Agreement as the services satisfactorily rendered hereunder by Contractor bear to the total services otherwise required to be performed for such total payment; provided, however, that if services which have been satisfactorily rendered are to be paid on a per-hour or per-day basis, Contractor shall be entitled to receive as full payment an amount equal to the number of hours or days actually worked prior to the termination times the applicable hourly or daily rate; and further provided, however, that if County terminates the Agreement for cause pursuant to Section 4.2 (Termination for Cause), County shall deduct from such amount the amount of damage, if any, sustained by County by virtue of the breach of the Agreement by Contractor.

4.5. Authority to Terminate

The Board of Supervisors has the authority to terminate this Agreement on behalf of County. In addition, the Purchasing Agent or Health Services Department Head, in consultation with County Counsel, shall have the authority to terminate this Agreement on behalf of County.

4.6. Obligations After Termination

The following shall remain in full force and effect after termination of this Agreement: (1) Article 5 (Indemnification), (2) Section 9.5 (Records Maintenance), (3) Section 9.5.1 (Right to Audit, Inspect, and Copy Records), (4) Section 9.15 (Confidentiality), and (5) Section 13.5 (Applicable Law and Forum).

4.7. Change in Funding

Contractor understands and agrees that County shall have the right to terminate this Agreement immediately upon written notice to Contractor in the event that any State and/or Federal agency and/or other funder(s) reduce, withhold, or terminate funding which County anticipated using to pay Contractor for services provided under this Agreement, or in the event that County has exhausted all funds legally available for payments due under this Agreement.

5. Indemnification

Contractor agrees to accept all responsibility for loss or damage to any person or entity, including County, and to indemnify, hold harmless, and release County, its officers, agents, and

employees from and against any actions, claims, damages, liabilities, disabilities, or expenses that may be asserted by any person or entity, including Contractor, that arise out of, pertain to, or relate to Contractor's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Contractor agrees to provide a complete defense for any claim or action brought against County based upon a claim relating to such Contractor's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Contractor's obligations under this Article apply whether or not there is concurrent negligence on County's part, but to the extent required by law, excluding liability due to County's conduct. County shall have the right to select its legal counsel at Contractor's expense, subject to Contractor's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Contractor or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.

6. Insurance

With respect to performance of work under this Agreement, Contractor shall maintain and shall require all of its subcontractors, contractors, and other agents to maintain insurance as described in Exhibit C – Insurance Requirements, which is attached hereto and incorporated herein by this reference.

7. Prosecution of Work

The execution of this Agreement shall constitute Contractor's authority to proceed immediately with the performance of this Agreement. Performance of the services hereunder shall be completed within the time required herein, provided, however, that if the performance is delayed by earthquake, flood, high water, or other Act of God, or by strike, lockout, or similar labor disturbances, the time for Contractor's performance of this Agreement shall be extended by a number of days equal to the number of days Contractor has been delayed.

8. Extra or Changed Work

Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. Minor changes, which do not increase the amount paid under the Agreement, and which do not significantly change the scope of work or significantly lengthen time schedules, may be executed by the Department Head in a form approved by County Counsel. The Board of Supervisors/Purchasing Agent must authorize all other extra or changed work. The parties expressly recognize that, pursuant to Sonoma County Code Sections 1-11, County personnel are without authorization to order extra or changed work or waive Agreement requirements. Failure of Contractor to secure such written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work, and thereafter Contractor shall be entitled to no compensation whatsoever for the performance of such work. Contractor further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization of County.

9. Representations of Contractor

9.1. Standard of Care

County has relied upon the professional ability and training of Contractor as a material inducement to enter into this Agreement. Contractor hereby agrees that all its work will be performed and that its operations shall be conducted in accordance with generally accepted and applicable professional practices and standards as well as the requirements of applicable Federal, State, and local laws, it being understood that acceptance of Contractor's work by County shall not operate as a waiver or release.

9.2. Status of Contractor

The parties intend that Contractor, in performing the services specified herein, shall act as an independent contractor and shall control the work and the manner in which it is performed. Contractor is not to be considered an agent or employee of County and is not entitled to participate in any pension plan, workers' compensation plan, insurance, bonus, or similar benefits that County provides its employees. In the event County exercises its right to terminate this Agreement pursuant to Article 4 (Termination), Contractor expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees.

9.3. No Suspension or Debarment

Contractor warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any Federal department or agency. Contractor also warrants that it is not suspended or debarred from receiving Federal funds as listed in the "List of Parties Excluded from Federal Procurement or Nonprocurement Programs" issued by the General Services Administration. If Contractor becomes debarred, Contractor has the obligation to inform County.

9.4. Taxes

Contractor agrees to file Federal and State tax returns and pay all applicable taxes on amounts paid pursuant to this Agreement, and shall be solely liable and responsible to pay such taxes and other obligations, including but not limited to State and Federal income and FICA taxes. Contractor agrees to indemnify and hold County harmless from any liability which it may incur to the United States or to the State of California as a consequence of Contractor's failure to pay, when due, all such taxes and obligations. In case County is audited for compliance regarding any withholding or other applicable taxes, Contractor agrees to furnish County with proof of payment of taxes on these earnings.

9.5. Records Maintenance

Contractor shall keep and maintain full and complete documentation and accounting records concerning all services performed that are compensable under this Agreement, and shall make such documents and records available to County for inspection at any reasonable time. Contractor shall maintain such records for a period of 7 years following completion of work hereunder.

9.5.1. Right to Audit, Inspect, and Copy Records

Contractor agrees to permit County and any authorized State or Federal agency to audit, inspect, and copy all records, notes, and writings of any kind in connection with the

services provided by Contractor under this Agreement, to the extent permitted by law, for the purpose of monitoring the quality and quantity of services, monitoring the accessibility and appropriateness of services, and ensuring fiscal accountability. All such audits, inspections, and copying shall occur during normal business hours. Upon request, Contractor shall supply copies of any and all such records to County. Failure to provide the above-noted documents requested by County within the requested time frame indicated may result in County withholding payments due under this Agreement. In those situations required by applicable law(s), Contractor agrees to obtain necessary releases to permit County or governmental or accrediting agencies to access patient medical records.

9.6. Conflict of Interest

Contractor covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under State law or that would otherwise conflict in any manner or degree with the performance of its services hereunder. Contractor further covenants that in the performance of this Agreement, no person having any such interests shall be employed. In addition, if requested to do so by County, Contractor shall complete and file and shall require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" with County disclosing Contractor's or such other person's financial interests.

9.7. Statutory Compliance

Contractor agrees to comply with all applicable Federal, State, and local laws, regulations, statutes, and policies applicable to the services provided under this Agreement as they exist now and as they are changed, amended, or modified during the term of this Agreement.

9.8. Nondiscrimination

Without limiting any other provision hereunder, Contractor shall comply with all applicable Federal, State, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability, sexual orientation, or other prohibited basis, including without limitation County's Nondiscrimination Policy. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated herein by this reference.

9.9. AIDS Discrimination

Contractor agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.

9.10. Assignment of Rights

Contractor assigns to County all rights throughout the world in perpetuity in the nature of copyright, trademark, patent, and right to ideas in and to all versions of the plans and specifications, if any, now or later, prepared by Contractor in connection with this Agreement. Contractor agrees to take such actions as are necessary to protect the rights assigned to County in this Agreement, and to refrain from taking any action which would impair those rights. Contractor's responsibilities under this provision include, but are not limited to, placing proper notice of copyright on all versions of the plans and specifications as County may direct, and

refraining from disclosing any versions of the plans and specifications to any third party without first obtaining written permission of County. Contractor shall not use or permit another party to use the plans and specifications in connection with this or any other project without first obtaining written permission of County.

9.11. Ownership and Disclosure of Work Product

All reports, original drawings, graphics, plans, studies, and other data or documents ("documents"), in whatever form or format, assembled or prepared by Contractor or Contractor's subcontractors, contractors, and other agents in connection with this Agreement, shall be the property of County. County shall be entitled to immediate possession of such documents upon completion of the work pursuant to this Agreement. Upon expiration or termination of this Agreement, Contractor shall promptly deliver to County all such documents which have not already been provided to County in such form or format as County deems appropriate. Such documents shall be and will remain the property of County without restriction or limitation. Contractor may retain copies of the above-described documents, but agrees not to disclose or discuss any information gathered, discovered, or generated in any way through this Agreement without the express written permission of County.

9.12. Authority

The undersigned hereby represents and warrants that he or she has authority to execute and deliver this Agreement on behalf of Contractor.

9.13. Sanctioned Employee

Contractor agrees that it shall not employ in any capacity, or retain as a subcontractor in any capacity, any individual or entity that is listed on any list published by the Federal Office of Inspector General regarding the sanctioning, suspension, or exclusion of individuals or entities from the Federal Medicare and Medicaid programs. Contractor agrees to periodically review said State and Federal lists to confirm the status of current employees, subcontractors, and contractors. In the event Contractor does employ such individual(s) or entity(ies), Contractor agrees to assume full liability for any associated penalties, sanctions, loss, or damage that may be imposed on County by the Medicare or Medicaid programs.

9.14. Compliance with County Policies and Procedures

Contractor agrees to comply with all County policies and procedures as they may relate to services provided hereunder.

9.15. Confidentiality

Contractor agrees to maintain the confidentiality of all patient medical records and client information in accordance with all applicable State and Federal laws and regulations. This Section 9.15 shall survive termination of this Agreement.

10. Demand for Assurance

Each party to this Agreement undertakes the obligation that the other party's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other party may in writing demand adequate assurance of due performance, and until such assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received.

"Commercially reasonable" includes not only the conduct of a party with respect to performance under this Agreement, but also conduct with respect to other agreements with parties to this Agreement or others. After receipt of a justified demand, failure to provide within a reasonable time, but not exceeding 30 days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this Agreement. Acceptance of any improper delivery, service, or payment does not prejudice the aggrieved party's right to demand adequate assurance of future performance. Nothing in this Article limits County's right to terminate this Agreement pursuant to Article 4 (Termination).

11. Assignment and Delegation

Neither party hereto shall assign, delegate, sublet, or transfer any interest in or duty under this Agreement without the prior written consent of the other party, and no such transfer shall be of any force or effect whatsoever unless and until the other party shall have so consented.

12. Method and Place of Giving Notice, Submitting Bills, and Making Payments

All notices, bills, and payments shall be made in writing and shall be given by personal delivery, U.S. mail, or courier service. Notices, bills, and payments shall be addressed as follows:

TO COUNTY:

Alfredo Perez, Executive Director
First 5 Sonoma County Commission
Department of Health Services
490 Mendocino Avenue, Suite 203
Santa Rosa CA 95401
707.565.6686 main
Alfredo.Perez@sonoma-county.org

TO CONTRACTOR:

Jian Ou-Yang
Principal
Brown Armstrong Accountancy Corporation
4200 Truxtun Avenue, Suite 300
Bakersfield CA 93309
661.324.4971
JYang@bacpas.com

When a notice, bill, or payment is given by a generally recognized overnight courier service, the notice, bill, or payment shall be deemed received on the next business day. When a copy of a notice, bill, or payment is sent by facsimile or email, the notice, bill, or payment shall be deemed received upon transmission as long as: (1) the original copy of the notice, bill, or payment is promptly deposited in the U.S. mail and postmarked on the date of the facsimile or email (for a payment, on or before the due date); (2) the sender has a written confirmation of the facsimile transmission or email; and (3) the facsimile or email is transmitted before 5 p.m. (recipient's time). In all other instances, notices, bills, and payments shall be effective upon receipt by the recipient. Changes may be made in the names and addresses of the person to whom notices are to be given by giving notice pursuant to this Article 12.

13. Miscellaneous Provisions

13.1. No Waiver of Breach

The waiver by County of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or provision or any subsequent breach of the same or any other term or promise contained in this Agreement.

13.2. Construction

To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in a manner that avoids any violation of statute, ordinance, regulation, or law. The parties covenant and agree that in the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby. Contractor and County acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of the other party. Contractor and County acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.

13.3. Consent

Wherever in this Agreement the consent or approval of one party is required to an act of the other party, such consent or approval shall not be unreasonably withheld or delayed.

13.4. No Third-Party Beneficiaries

Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.

13.5. Applicable Law and Forum

This Agreement shall be construed and interpreted according to the substantive law of California, regardless of the law of conflicts to the contrary in any jurisdiction. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in Santa Rosa or the forum nearest to the city of Santa Rosa in the County of Sonoma.

13.6. Captions

The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.

13.7. Merger

This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to Code of Civil Procedure Section 1856. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

13.8. Survival of Terms

All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.


13.9. Time of Essence

Time is and shall be of the essence of this Agreement and every provision hereof.

§ The remainder of this page has intentionally been left blank. §

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

CONTRACTOR:



Jian Ou-Yang, CPA, Principal
Brown Armstrong Accountancy Corporation

4/21/14

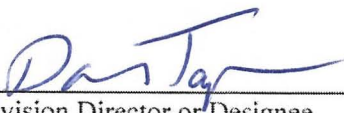
Dated

COUNTY OF SONOMA:
Certificate of Insurance on File with County:

Rita Scardaci, MPH, Director
Department of Health Services

Dated

Approved as to Substance:



Division Director or Designee

4/21/14

Dated

Exhibit A. Scope of Work

Contractor will perform the following:

1. Perform an audit of Commission's financial statements in accordance with auditing standards generally accepted in the United States of America and standards applicable to financial audits set forth in the Government Auditing Standards issued by the Comptroller General of the United States.
2. Planning and Administration – last week of July
 - a. Review and evaluate accounting and financial reporting. Prepare an overall memo of recommendations, potential issues, and suggestions for improvement.
 - b. Discuss the audit approach, timing, assistance, and other issues at entrance conference with management (at Commission's discretion).
 - c. Prepare audit programs, audit budget, and staffing schedule.
 - d. Provide information request schedules to management.
3. Internal Control Structure Understanding and Testing – August
 - a. Obtain and document an understanding of the following key internal control systems via walk-throughs, interviews of staff, and review of supporting documentation:
 - Cash
 - Receivables and revenues
 - Payables and expenses
 - Property and equipment
 - Other key internal control systems, as necessary
 - b. Provide management with a memo concerning management letter points and issues identified, if any.
4. Compliance Testing – August (after County's fiscal year-end books are closed)
 - a. Review and evaluate the procedures for maintaining compliance with applicable laws and regulations.
 - b. Test a sample of transactions and/or information to determine their compliance with applicable Government Codes and provisions.
5. Other Audit Tasks – August (after County's year-end books are closed)
 - a. Review minutes of Commission meetings.
 - b. Hold progress meetings with management.
 - c. Coordinate with and assist staff in the preparation of all appropriate confirmation requests including:
 - Cash and investments
 - Receivables
 - Long-term debt
 - Legal
 - Others, as required

6. Field Work – September
 - a. Reconcile confirmations to records.
 - b. Perform analytical testing on revenues and expenditures, and evaluate material variances.
 - c. Search for unrecorded liabilities by reviewing disbursements subsequent to June 30, testing terms of contractual obligations, and interviewing staff.
 - d. Review all minutes of the Commission.
 - e. Review final reports for adherence to Generally Accepted Accounting Principles.
 - f. Perform other procedures as necessary.
 - g. Hold exit conference with management.
7. Draft Audit Reports – by October 1
 - a. Prepare an Independent Auditors' Report, Management's Discussion and Analysis, Management letter, required supplementary information, report required by Government Auditing Standards, and reports required by the California State Controller's Office.
 - b. Discuss the documents listed in Paragraph 7a with management.
8. Final Reports – October
 - a. Issue the final audit report by the second Friday in October. Provide one unbound copy and 15 bound copies.
 - b. Present the final audit report to the Commission at a public hearing on the fourth Monday in October.
 - c. Submit the final audit report simultaneously to both the State Controller's Office and the First 5 California office on the fourth Tuesday in October, but no later than October 31, so that it is received by both entities by the due date of November 1.

Exhibit B. Fiscal-Year Budget

Financial Statements Audit	Hours	Rate (\$/Hr)	Total Amount (\$)
Partners	20	150.00	3,000
Supervisory Staff	50	110.00	5,500
Staff	85	95.00	8,075
Clerical	25	75.00	1,875
Subtotal			18,450
Reproductions/Shipping			200
Meals and Lodging			1,000
Transportation			1,000
Total Budget			20,650

Exhibit C. Insurance Requirements

(Template 5)

With respect to performance of work under this Agreement, Contractor shall maintain and shall require all of its subcontractors, contractors, and other agents to maintain insurance as described below unless such insurance has been expressly waived by the attachment of a **Waiver of Insurance Requirements**. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

County reserves the right to review any and all of the required insurance policies and/or endorsements, but has no obligation to do so. Failure to demand evidence of full compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve Contractor from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.

1. Workers' Compensation and Employer's Liability Insurance

- a. Required if Contractor has employees.
- b. Workers' Compensation insurance with statutory limits as required by the Labor Code of the State of California.
- c. Employer's Liability with minimum limits of \$1,000,000 per Accident; \$1,000,000 Disease per employee; \$1,000,000 Disease per policy.
- d. **Required Evidence of Insurance:** Certificate of Insurance.
- e. If Contractor currently has no employees, Contractor agrees to obtain the above-specified Workers' Compensation and Employer's Liability insurance should any employees be engaged during the term of this Agreement or any extensions of the term.

2. General Liability Insurance

- a. Commercial General Liability Insurance on a standard occurrence form, no less broad than Insurance Services Office (ISO) Form CG 00 01.
- b. Minimum Limits: \$1,000,000 per Occurrence; \$2,000,000 General Aggregate; \$2,000,000 Products/Completed Operations Aggregate. The required limits may be provided by a combination of General Liability Insurance and Commercial Umbrella Liability Insurance. If Contractor maintains higher limits than the specified minimum limits, County requires and shall be entitled to coverage for the higher limits maintained by Contractor.
- c. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000, it must be approved in advance by County. Contractor is responsible for any deductible or self-insured retention and shall fund it upon County's written request, regardless of whether Contractor has a claim against the insurance or is named as a party in any action involving the County.

-
- d. **County of Sonoma, its Officers, Agents, and Employees** shall be additional insureds for liability arising out of operations by or on behalf of the Contractor in the performance of this Agreement.
 - e. The insurance provided to the additional insureds shall be primary to, and non-contributory with, any insurance or self-insurance program maintained by them.
 - f. The policy definition of "insured contract" shall include assumptions of liability arising out of both ongoing operations and the products-completed operations hazard (broad-form contractual liability coverage, including the "f" definition of insured contract in ISO Form CG 00 01, or equivalent).
 - g. The policy shall cover inter-insured suits between the additional insureds and Contractor and include a "separation of insureds" or "severability" clause which treats each insured separately.
 - h. **Required Evidence of Insurance**
 - i. Copy of the additional insured endorsement or policy language granting additional insured status; and
 - ii. Certificate of Insurance.
3. Automobile Liability Insurance
- a. Minimum Limits: \$1,000,000 combined single limit per accident.
 - b. Insurance shall apply to all owned autos. If Contractor currently owns no autos, Contractor agrees to obtain such insurance should any autos be acquired during the term of this Agreement or any extensions of the term.
 - c. Insurance shall apply to hired and non-owned autos.
 - d. **Required Evidence of Insurance:** Certificate of Insurance.
4. Professional Liability/Errors and Omissions Insurance
- a. Minimum Limit: \$1,000,000 per claim or per occurrence.
 - b. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000, it must be approved in advance by County.
 - c. If the insurance is on a Claims-Made basis, the retroactive date shall be no later than the commencement of the work.
 - d. Coverage applicable to the work performed under this Agreement shall be continued for 2 years after completion of the work. Such continuation coverage may be provided by one of the following: (1) renewal of the existing policy, (2) an extended reporting period endorsement, or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.
 - e. **Required Evidence of Insurance:** Certificate of Insurance.

5. Standards for Insurance Companies

Insurers, other than the California State Compensation Insurance Fund, shall have an A.M. Best's rating of at least A:VII.

6. Documentation

- a. All required Evidence of Insurance shall be submitted prior to the execution of this Agreement. Contractor agrees to maintain current Evidence of Insurance on file with County for the entire term of this Agreement and any additional periods if specified in this exhibit's Sections 1 - 4.
- b. The name and address for **Additional Insured** endorsements and Certificates of Insurance is:

County of Sonoma (DHS)
Contract & Board Item Development Unit
3313 Chanate Road
Santa Rosa CA 95404
- c. Required Evidence of Insurance shall be submitted for any renewal or replacement of a policy that already exists at least 10 days before expiration or other termination of the existing policy.
- d. Contractor shall provide immediate written notice if: (1) any of the required insurance policies are terminated; (2) the limits of any of the required policies are reduced; or (3) the deductible or self-insured retention is increased.
- e. Upon written request, certified copies of required insurance policies must be provided within 30 days.

7. Policy Obligations

Contractor's indemnity and other obligations shall not be limited by the foregoing insurance requirements.

8. Material Breach

If Contractor fails to maintain insurance which is required pursuant to this Agreement, this failure shall be deemed a material breach of this Agreement. County, at its sole option, may terminate this Agreement and obtain damages from Contractor resulting from said breach. Alternatively, County may purchase the required insurance, and without further notice to Contractor, County may deduct from sums due to Contractor any premium costs advanced by County for such insurance. These remedies shall be in addition to any other remedies available to County.



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 14
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Department of Health Services

Staff Name and Phone Number:

Rita Scardaci, 565-7876

Supervisorial District(s):

Countywide

Title: Supplemental Nutrition Assistance Program-Education (SNAP-Ed) Program Evaluation and After School Nutrition Education Agreements

Recommended Actions:

Authorize the Director of Health Services to execute an agreement with LPC Consulting Associates, Inc. for evaluation of SNAP-Ed program activities with a term end date of September 30, 2016, in an amount not to exceed \$152,000.

Authorize the Director of Health Services to execute an agreement with Boys and Girls Club of Central Sonoma County for SNAP-Ed after school nutrition education activities for children ages 5-11 and their parents with a term end date of September 30, 2016, in an amount not to exceed \$86,000.

Executive Summary:

This item requests approval of 1) an agreement with LPC Consulting Associates, Inc. for evaluation of SNAP-Ed program activities with a term end date of September 30, 2016, in an amount not to exceed \$152,000 and 2) an agreement with Boys and Girls Club of Central Sonoma County for SNAP-Ed after school nutrition education activities for children ages 5-11 and their parents with a term end date of September 30, 2016, in an amount not to exceed \$86,000.

In Sonoma County, approximately 54 percent of adults and 43 percent of low-income children ages 5-11 are overweight or obese. Factors contributing to this issue include poor nutrition and physical inactivity. Recent data shows that approximately 44 percent of Sonoma County adults and 29 percent of children ages 2-11 are not eating the recommended five servings of fruits and vegetables per day. Additionally, data from the 2011-2012 California's physical fitness test shows that 35 percent of Sonoma County 5th graders do not meet the Healthy Fitness Zone standards for aerobic capacity and 46 percent do not meet the standards for body composition. Economically disadvantaged students in the 5th grade, comprised largely of Latinos, were significantly less likely to meet the Healthy Fitness Zone standards for body composition than their non-economically disadvantaged counterparts.

In January 2012 DHS received SNAP-Ed funds from the CDPH in the amount of \$250,000 to implement the Community Nutrition Expansion Project (CNEP) in federal fiscal year (FFY) 2012. In October 2012

DHS received additional SNAP-Ed funding from CDPH in the amount of \$2,531,278 to expand CNEP work in FFY 2013-2016.

Since 2012 SNAP-Ed funds have been used to increase access to healthier food and beverages in lower income neighborhoods and increase resident knowledge regarding nutrition and physical activity through targeted nutrition education classes and marketing efforts. A food environment assessment conducted in 2012 showed a number of restaurants and food outlets in three neighborhoods saw overall improvements in the availability and marketing of fresh produce and healthier snacks and beverages. This was due in part to implementation of the Sonoma County Smart Meal Restaurant Program and the Healthy Food Outlet Project, beginning in 2008. Additional analysis of SNAP-Ed nutrition education classes conducted between October 2012 and September 2013 showed that increased class attendance by adult residents resulted in an increased likelihood of eating more fruits and vegetables and more of a variety each day.

The Department of Health Services (DHS) seeks to use SNAP-Ed funds to build on these successes in three key ways: 1) Strengthen and expand food access and nutrition education efforts that align with Health Action's obesity prevention goals and vision of Sonoma County being the healthiest county in California by 2020; 2) Comprehensive nutrition education and physical activity programs that are sustainable, easier to implement, and based on best or promising practices; and 3) Assess progress made in the community to improve health and health equity for all residents in order to reduce rates of overweight and associated health consequences, such as diabetes and heart disease.

Request for Proposals for SNAP-Ed Program Evaluation Activities

In January 2014 DHS released a Request for Proposals (RFP) to identify organizations or individuals to assist with the development, implementation and analysis of evaluation plans through September 2016 for SNAP-Ed objectives aimed at measuring behavior change, program efficacy, and best practice approaches. Eleven proposals were received in response to the RFP. A three-person review committee with knowledge and experience in SNAP-Ed program coordination and evaluation reviewed the proposals. Based on qualifications and experience commensurate with the project, work plans and budgets, approach to project management, and conformance with submittal guidelines, the committee recommended awarding the contract to LPC Consulting Associates, Inc. The work includes evaluation of Rethink Your Drink sugar-sweetened beverage reduction efforts, multi-session nutrition education classes, and school and early-childhood care and education wellness policies and programs.

Request for Proposals for SNAP-Ed After School Nutrition Education Activities

Also in January 2014 DHS released an RFP to identify organizations or individuals to provide nutrition education and physical activity opportunities for SNAP-eligible children ages 5-11 and their parents at after school and extended break sites in order to increase consumption of healthy food and beverages and physical activity through September 2016. One proposal was received in response to the RFP. A two-person review committee with knowledge and experience in SNAP-Ed programming evaluated the proposal. Based on qualifications and experience commensurate with the project, work plans, approach to project management, and conformance with submittal guidelines, the committee recommended awarding the contract to the Boys and Girls Club of Central Sonoma County. This work includes attending County Nutrition Action Plan Workgroup meetings to help coordinate U.S. Department of Agriculture food program interventions; participating in local, regional, and state evaluation and reporting activities for program objectives; and hosting a County health forum to address primary prevention of diseases through healthier eating patterns and more physical activity.

Prior Board Actions:			
In September 2012 the Board adopted a resolution delegating authority to the Director of Health Services to accept state/federal funding and execute revenue agreements (CDPH agreement for SNAP-Ed funding of \$2,531,578 received in September 2012). In June 2013 the Board adopted a resolution delegating authority to the Director of Health Services to accept state/federal funding and execute revenue agreements (CDPH agreement for SNAP-Ed funding of \$935,255 received in September 2013).			
Strategic Plan Alignment		Goal 1: Safe, Healthy, and Caring Community	
The work to be performed under these agreements supports a safe, healthy, and caring community by 1) promoting sustainable institutional policy, systems and environmental changes to promote health in SNAP-eligible residents and 2) empowering and enabling SNAP-eligible youth and families to select healthy foods and beverages and increase physical activity through nutrition education.			
Fiscal Summary - FY 13-14			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 49,600	County General Fund	\$ 0
Add Appropriations Req'd.	\$ 0	State/Federal	\$ 49,600
	\$	Fees/Other	\$ 0
	\$	Use of Fund Balance	\$ 0
	\$	Contingencies	\$ 0
	\$		\$
Total Expenditure	\$ 49,600	Total Sources	\$ 49,600
Narrative Explanation of Fiscal Impacts (If Required):			
The FY 13-14 budget includes \$49,600 for these agreements and amendments. The \$188,400 balance will be included in future year budgets (FY 14-15 - \$118,650, FY 15-16 - \$56,000, and FY 16-17 - \$13,750). The funding source for these agreements is SNAP-Ed.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A - I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
N/A			
Attachments:			
Agreements with LPC Consulting Associates, Inc. and Boys and Girls Club of Central Sonoma County			
Related Items "On File" with the Clerk of the Board:			
None			

COUNTY OF SONOMA
AGREEMENT FOR SERVICES
(Revision F – Standard Version)

This agreement ("Agreement"), dated as of _____, 20_____, ("Effective Date") is by and between the County of Sonoma, a political subdivision of the State of California (hereinafter "County"), and LPC Consulting Associates, Inc., a California corporation (hereinafter "Contractor").

RECITALS

WHEREAS, Contractor represents that it is a duly qualified consultant, experienced in the evaluation of education and related services; and

WHEREAS, in the judgment of the Board of Supervisors, it is necessary and desirable to employ the services of Contractor for education evaluation and related services;

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, the parties hereto agree as follows:

AGREEMENT

1. Scope of Services

1.1. Contractor's Specified Services

Contractor shall perform the services described in "Exhibit A – Scope of Work", attached hereto and incorporated herein by this reference (hereinafter "Exhibit A"), within the times or by the dates provided for in Exhibit A and pursuant to Article 7 (Prosecution of Work). In the event of a conflict between the body of this Agreement and Exhibit A, the provisions in the body of this Agreement shall control.

1.2. Cooperation With County

Contractor shall cooperate with County and County staff in the performance of all work hereunder.

1.3. Performance Standard

Contractor shall perform all work hereunder in a manner consistent with the level of competency and standard of care normally observed by a person practicing in Contractor's profession. County has relied upon the professional ability and training of Contractor as a material inducement to enter into this Agreement. Contractor hereby agrees to provide all services under this Agreement in accordance with generally accepted professional practices and standards of care, as well as the requirements of applicable Federal, State, and local laws, it being understood that acceptance of Contractor's work by County shall not operate as a waiver or release. If County determines that any of Contractor's work is not in accordance with such level of competency and standard of care, County, in its sole discretion, shall have the right to do any or all of the following: (a) require Contractor to meet with County to review the quality of the work and resolve matters of concern; (b) require Contractor to repeat the work at no additional

charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 4 (Termination); or (d) pursue any and all other remedies at law or in equity.

1.4. Assigned Personnel

- a. Contractor shall assign only competent personnel to perform work hereunder. In the event that at any time County, in its sole discretion, desires the removal of any person or persons assigned by Contractor to perform work hereunder, Contractor shall remove such person or persons immediately upon receiving written notice from County.
- b. Any and all persons identified in this Agreement or any exhibit hereto as the project manager, project team, or other professional performing work hereunder are deemed by County to be key personnel whose services were a material inducement to County to enter into this Agreement, and without whose services County would not have entered into this Agreement. Contractor shall not remove, replace, substitute, or otherwise change any key personnel without the prior written consent of County.
- c. In the event that any of Contractor's personnel assigned to perform services under this Agreement become unavailable due to resignation, sickness, or other factors outside of Contractor's control, Contractor shall be responsible for timely provision of adequately qualified replacements.

1.5. Contract Exhibits

This Agreement includes the following exhibits:

- Exhibit A. Scope of Work
- Exhibit B. Budget and Budget Justification
- Exhibit C. Insurance Requirements

1.6. State Contract Documents

Contractor agrees to comply with State Contract provisions, including the following:

- Federal Provisions (Special Terms and Conditions) (State Contract Exhibit D)
- Additional Provisions (State Contract Exhibit E)

The State Contract is available at the following website: <http://www.sonoma-county.org/health/publications/index.asp#contractors>.

1.7. Additional Travel and Mileage Documents

Contractor agrees to comply with the following California Department of Public Health travel and mileage documents:

- Form CDPH CMU 01 (01/10) - Travel Reimbursement Information (available at the following website: <http://www.cdph.ca.gov/programs/cpns/Documents/NetworkTravelReimbursementInformation.pdf>).
- Program Letter Number 13-11 - Travel Reimbursement Rates for NEOPB Contractors/Grantees (available at the following website: <http://www.cdph.ca.gov/programs/cpns/Documents/PL%2013-11%20Travel.pdf>).

- Program Letter Number 14-02 - Mileage Reimbursement Rate for NEOPB Grantees/Contractors (available at the following website: www.cdph.ca.gov/programs/cpns/Documents/PL%2014-02.pdf).

2. Payment

For all services and incidental costs required hereunder:

Contractor shall be paid on a time-and-material/expense basis in accordance with the budget set forth in Exhibit B – Budget and Budget Justification, provided, however, that total payments to Contractor shall not exceed \$152,000 without the prior written approval of County. Contractor shall submit its bills in arrears on a monthly basis in a form approved by County's Auditor and the Head of County department receiving the services. The bills shall show or include:

(i) relevant SNAP-Ed personnel time tracking documents, (ii) SNAP-Ed fringe benefits document, (iii) summary spreadsheet for line item expenditures, and (iv) copies of receipts for reimbursable materials/expenses, if any. Expenses not expressly authorized by the Agreement shall not be reimbursed.

Unless otherwise noted in this agreement, payments shall be made within the normal course of County business after presentation of an invoice in a form approved by County for services performed. Payments shall be made only upon the satisfactory completion of the services as determined by County.

Pursuant to California Revenue and Taxation Code (R&TC) Section 18662, County shall withhold seven percent of the income paid to Contractor for services performed within the State of California under this agreement for payment and reporting to the California Franchise Tax Board if Contractor does not qualify as any of the following: (1) a corporation with its principal place of business in California, (2) an LLC or Partnership with a permanent place of business in California, (3) a corporation/LLC or Partnership qualified to do business in California by the Secretary of State, or (4) an individual with a permanent residence in the State of California.

If Contractor does not qualify, County requires that a completed and signed California Form 587 be provided by Contractor in order for payments to be made. If Contractor does qualify, then County requires a completed California Form 590. California Forms 587 and 590 remain valid for the duration of the Agreement provided there is no material change in their facts. By signing either form, Contractor agrees to promptly notify County of any changes in the facts. Forms should be sent to County pursuant to Article 12 (Method and Place of Giving Notice, Submitting Bills, and Making Payments). To reduce the amount withheld, Contractor has the option to provide County with either a full or partial waiver from the State of California.

2.1. Overpayment

If County overpays Contractor for any reason, Contractor agrees to return the amount of such overpayment to County, or at County's option, permit County to offset the amount of such overpayment against future payments owed to Contractor under this Agreement or any other agreement.

2.2. Federal Funding

All or part of this Agreement will be paid with Federal awards. As a pass-through entity, County is required to provide certain information regarding Federal award(s) to Contractor as a

subrecipient. In signing this Agreement, Contractor acknowledges receipt of the following information regarding Federal award(s) that will be used to pay this Agreement:

- a. **CFDA Number:** 10.561
- b. **CFDA Title:** State Administrative Matching Grants for the Supplemental Nutrition Assistance Programs
- c. **Federal Agency:** Department of Agriculture Food and Nutrition Service
- d. **Award Name:** Supplemental Nutrition Assistance Program Education (SNAP-Ed)
- e. **Federal Award(s) Amount:** \$152,000

As a subrecipient of Federal awards, Contractor is subject to the provisions of U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations (hereinafter "OMB Circular A-133"). In signing this Agreement, Contractor acknowledges that it understands and will comply with the provisions of OMB Circular A-133. One provision of OMB Circular A-133 requires a subrecipient that expends \$500,000 in Federal awards during its fiscal year to have an audit performed in accordance with OMB Circular A-133. If such an audit is required, Contractor agrees to provide County with a copy of the audit report within 9 months of Contractor's fiscal year-end. Questions regarding OMB Circular A-133 can be directed to the Sonoma County Auditor-Controller-Treasurer-Tax Collector's Office – General Accounting Division.

2.2.1. Audits

Contractor agrees that all expenditures of State and Federal funds furnished to the Contractor pursuant to this Agreement are subject to audit by County, State agencies, and/or Federal agencies. Contractor warrants that it shall comply with the audit requirements as set forth in Office of Management and Budget (OMB) Circular A-133 entitled "Audits of States, Local Governments, and Non-Profit Organizations". County agrees to provide 14-days notice of intent of County to audit Contractor. Contractors subject to the Single Audit Act of 1984 and Single Audit Act Amendments of 1996 shall annually submit an independent audit conforming to OMB Circular A-133, which applies to non-profit organizations.

2.2.2. Copy of Audit

Contractor agrees that a copy of audits performed shall be submitted to County no later than 30 days after completion of the audit report, or no later than 9 months after the end of Contractor's fiscal year, whichever comes first. The Contractor's agreement(s) with audit firms shall have a clause to permit access by County, State agencies, and/or Federal agencies to the working papers of the external independent auditor.

2.2.3. Retention of Audit Report

Contractor agrees that audit reports and work papers shall be retained for a minimum of 7 years from the date of the audit report, unless the auditor is notified in writing by County, a State agency, and/or a Federal agency to extend the retention period.

2.2.4. Repayment

Contractor is responsible for the repayment of all audit exceptions and disallowances taken by County, State agencies, and/or Federal agencies related to services provided by Contractor under this Agreement. Where allowable costs have been claimed and reimbursed, they will be refunded to the program that reimbursed the unallowable cost either by cash refund or by offset to subsequent claims.

3. Term of Agreement

The term of this Agreement shall be from Effective Date to September 30, 2016 unless terminated earlier in accordance with the provisions of Article 4 (Termination) below.

4. Termination

4.1. Termination Without Cause

Notwithstanding any other provision of this Agreement, at any time and without cause, County shall have the right, in its sole discretion, to terminate this Agreement by giving 5 business days' advance written notice to Contractor.

4.2. Termination for Cause

Notwithstanding any other provision of this Agreement, should Contractor fail to perform any of its obligations hereunder within the time and in the manner herein provided or otherwise violate any of the terms of this Agreement, County may immediately terminate this Agreement by giving Contractor written notice of such termination, stating the reason for termination.

4.3. Delivery of Work Product and Final Payment Upon Termination

In the event of termination, Contractor, within 14 days following the date of termination, shall deliver to County all materials and work product subject to Section 9.11 (Ownership and Disclosure of Work Product), and shall submit to County an invoice showing the services performed, hours worked, and copies of receipts for reimbursable expenses up to the date of termination.

4.4. Payment Upon Termination

Upon termination of this Agreement by County, Contractor shall be entitled to receive, as full payment for all services satisfactorily rendered and expenses incurred hereunder, an amount which bears the same ratio to the total payment specified in the Agreement as the services satisfactorily rendered hereunder by Contractor bear to the total services otherwise required to be performed for such total payment; provided, however, that if services which have been satisfactorily rendered are to be paid on a per-hour or per-day basis, Contractor shall be entitled to receive as full payment an amount equal to the number of hours or days actually worked prior to the termination times the applicable hourly or daily rate; and further provided, however, that if County terminates the Agreement for cause pursuant to Section 4.2 (Termination for Cause), County shall deduct from such amount the amount of damage, if any, sustained by County by virtue of the breach of the Agreement by Contractor.

4.5. Authority to Terminate

The Board of Supervisors has the authority to terminate this Agreement on behalf of County. In addition, the Purchasing Agent or Health Services Department Head, in consultation with County Counsel, shall have the authority to terminate this Agreement on behalf of County.

4.6. Obligations After Termination

The following shall remain in full force and effect after termination of this Agreement: (1) Article 5 (Indemnification), (2) Section 9.5 (Records Maintenance), (3) Section 9.5.1 (Right to Audit, Inspect, and Copy Records), (4) Section 9.15 (Confidentiality), and (5) Section 13.5 (Applicable Law and Forum).

4.7. Change in Funding

Contractor understands and agrees that County shall have the right to terminate this Agreement immediately upon written notice to Contractor in the event that any State and/or Federal agency and/or other funder(s) reduce, withhold, or terminate funding which County anticipated using to pay Contractor for services provided under this Agreement, or in the event that County has exhausted all funds legally available for payments due under this Agreement.

5. Indemnification

Contractor agrees to accept all responsibility for loss or damage to any person or entity, including County, and to indemnify, hold harmless, and release County, its officers, agents, and employees from and against any actions, claims, damages, liabilities, disabilities, or expenses that may be asserted by any person or entity, including Contractor, that arise out of, pertain to, or relate to Contractor's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Contractor agrees to provide a complete defense for any claim or action brought against County based upon a claim relating to such Contractor's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Contractor's obligations under this Article apply whether or not there is concurrent negligence on County's part, but to the extent required by law, excluding liability due to County's conduct. County shall have the right to select its legal counsel at Contractor's expense, subject to Contractor's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Contractor or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.

6. Insurance

With respect to performance of work under this Agreement, Contractor shall maintain and shall require all of its subcontractors, contractors, and other agents to maintain insurance as described in Exhibit C – Insurance Requirements, which is attached hereto and incorporated herein by this reference.

7. Prosecution of Work

The execution of this Agreement shall constitute Contractor's authority to proceed immediately with the performance of this Agreement. Performance of the services hereunder shall be completed within the time required herein, provided, however, that if the performance is delayed by earthquake, flood, high water, or other Act of God, or by strike, lockout, or similar labor

disturbances, the time for Contractor's performance of this Agreement shall be extended by a number of days equal to the number of days Contractor has been delayed.

8. Extra or Changed Work

Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. Minor changes, which do not increase the amount paid under the Agreement, and which do not significantly change the scope of work or significantly lengthen time schedules, may be executed by the Department Head in a form approved by County Counsel. The Board of Supervisors/Purchasing Agent must authorize all other extra or changed work. The parties expressly recognize that, pursuant to Sonoma County Code Sections 1-11, County personnel are without authorization to order extra or changed work or waive Agreement requirements. Failure of Contractor to secure such written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work, and thereafter Contractor shall be entitled to no compensation whatsoever for the performance of such work. Contractor further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization of County.

9. Representations of Contractor

9.1. Standard of Care

County has relied upon the professional ability and training of Contractor as a material inducement to enter into this Agreement. Contractor hereby agrees that all its work will be performed and that its operations shall be conducted in accordance with generally accepted and applicable professional practices and standards as well as the requirements of applicable Federal, State, and local laws, it being understood that acceptance of Contractor's work by County shall not operate as a waiver or release.

9.2. Status of Contractor

The parties intend that Contractor, in performing the services specified herein, shall act as an independent contractor and shall control the work and the manner in which it is performed. Contractor is not to be considered an agent or employee of County and is not entitled to participate in any pension plan, workers' compensation plan, insurance, bonus, or similar benefits that County provides its employees. In the event County exercises its right to terminate this Agreement pursuant to Article 4 (Termination), Contractor expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees.

9.3. No Suspension or Debarment

Contractor warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any Federal department or agency. Contractor also warrants that it is not suspended or debarred from receiving Federal funds as listed in the "List of Parties Excluded from Federal Procurement or Nonprocurement Programs" issued by the General Services Administration. If Contractor becomes debarred, Contractor has the obligation to inform County.

9.4. Taxes

Contractor agrees to file Federal and State tax returns and pay all applicable taxes on amounts paid pursuant to this Agreement, and shall be solely liable and responsible to pay such taxes and other obligations, including but not limited to State and Federal income and FICA taxes. Contractor agrees to indemnify and hold County harmless from any liability which it may incur to the United States or to the State of California as a consequence of Contractor's failure to pay, when due, all such taxes and obligations. In case County is audited for compliance regarding any withholding or other applicable taxes, Contractor agrees to furnish County with proof of payment of taxes on these earnings.

9.5. Records Maintenance

Contractor shall keep and maintain full and complete documentation and accounting records concerning all services performed that are compensable under this Agreement, and shall make such documents and records available to County for inspection at any reasonable time. Contractor shall maintain such records for a period of 7 years following completion of work hereunder.

9.5.1. Right to Audit, Inspect, and Copy Records

Contractor agrees to permit County and any authorized State or Federal agency to audit, inspect, and copy all records, notes, and writings of any kind in connection with the services provided by Contractor under this Agreement, to the extent permitted by law, for the purpose of monitoring the quality and quantity of services, monitoring the accessibility and appropriateness of services, and ensuring fiscal accountability. All such audits, inspections, and copying shall occur during normal business hours. Upon request, Contractor shall supply copies of any and all such records to County. Failure to provide the above-noted documents requested by County within the requested time frame indicated may result in County withholding payments due under this Agreement. In those situations required by applicable law(s), Contractor agrees to obtain necessary releases to permit County or governmental or accrediting agencies to access patient medical records.

9.6. Conflict of Interest

Contractor covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under State law or that would otherwise conflict in any manner or degree with the performance of its services hereunder. Contractor further covenants that in the performance of this Agreement, no person having any such interests shall be employed. In addition, if requested to do so by County, Contractor shall complete and file and shall require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" with County disclosing Contractor's or such other person's financial interests.

9.7. Statutory Compliance

Contractor agrees to comply with all applicable Federal, State, and local laws, regulations, statutes, and policies applicable to the services provided under this Agreement as they exist now and as they are changed, amended, or modified during the term of this Agreement.

9.8. Nondiscrimination

Without limiting any other provision hereunder, Contractor shall comply with all applicable Federal, State, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability, sexual orientation, or other prohibited basis, including without limitation County's Nondiscrimination Policy. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated herein by this reference.

9.9. AIDS Discrimination

Contractor agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.

9.10. Assignment of Rights

Contractor assigns to County all rights throughout the world in perpetuity in the nature of copyright, trademark, patent, and right to ideas in and to all versions of the plans and specifications, if any, now or later, prepared by Contractor in connection with this Agreement. Contractor agrees to take such actions as are necessary to protect the rights assigned to County in this Agreement, and to refrain from taking any action which would impair those rights. Contractor's responsibilities under this provision include, but are not limited to, placing proper notice of copyright on all versions of the plans and specifications as County may direct, and refraining from disclosing any versions of the plans and specifications to any third party without first obtaining written permission of County. Contractor shall not use or permit another party to use the plans and specifications in connection with this or any other project without first obtaining written permission of County.

9.11. Ownership and Disclosure of Work Product

All reports, original drawings, graphics, plans, studies, and other data or documents ("documents"), in whatever form or format, assembled or prepared by Contractor or Contractor's subcontractors, contractors, and other agents in connection with this Agreement, shall be the property of County. County shall be entitled to immediate possession of such documents upon completion of the work pursuant to this Agreement. Upon expiration or termination of this Agreement, Contractor shall promptly deliver to County all such documents which have not already been provided to County in such form or format as County deems appropriate. Such documents shall be and will remain the property of County without restriction or limitation. Contractor may retain copies of the above-described documents, but agrees not to disclose or discuss any information gathered, discovered, or generated in any way through this Agreement without the express written permission of County.

9.12. Authority

The undersigned hereby represents and warrants that he or she has authority to execute and deliver this Agreement on behalf of Contractor.

9.13. Sanctioned Employee

Contractor agrees that it shall not employ in any capacity, or retain as a subcontractor in any capacity, any individual or entity that is listed on any list published by the Federal Office of

Inspector General regarding the sanctioning, suspension, or exclusion of individuals or entities from the Federal Medicare and Medicaid programs. Contractor agrees to periodically review said State and Federal lists to confirm the status of current employees, subcontractors, and contractors. In the event Contractor does employ such individual(s) or entity(ies), Contractor agrees to assume full liability for any associated penalties, sanctions, loss, or damage that may be imposed on County by the Medicare or Medicaid programs.

9.14. Compliance with County Policies and Procedures

Contractor agrees to comply with all County policies and procedures as they may relate to services provided hereunder.

9.15. Confidentiality

Contractor agrees to maintain the confidentiality of all patient medical records and client information in accordance with all applicable State and Federal laws and regulations. This Section 9.15 shall survive termination of this Agreement.

9.16. Contractor Notification of Breach

County receives funding for the Supplemental Nutrition Assistance Program from the State Department of Public Health pursuant to the Supplemental Nutrition Assistance Program – Education (hereinafter "State Contract"). The State Contract contains certain requirements pertaining to the privacy and security of personally identifiable information (hereinafter "PII") and/or protected health information (hereinafter "PHI"), and requires that County contractually obligate any of its subcontractors to also comply with these requirements.

9.16.1. The State Contract requires County to notify the State of any breach of privacy and/or security of personal identifiable information (PII) and/or protected health information (PHI). Contractor shall, immediately upon discovery of a breach of privacy and/or security of PII and/or PHI by Contractor, notify County of such breach by telephone and either email or facsimile.

9.16.2. In the event the State Contract requires County to pay any costs associated with a breach of privacy and/or security of PII and/or PHI, including but not limited to the costs of notification, Contractor shall pay on County's behalf any and all such costs arising out of a breach of privacy and/or security of PII and/or PHI by Contractor.

9.17. Lobbying

If any federal funds are to be used to pay for any services under this Agreement, Contractor shall fully comply with all certifications and disclosure requirements prescribed by Section 319 of the Public Law 101-121 (31 United States Code Section 1352) and any implementing regulations, shall ensure that each of its subcontractors receiving funds under this Agreement also fully complies with all such certification and disclosure requirements.

10. Demand for Assurance

Each party to this Agreement undertakes the obligation that the other party's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other party may in writing demand adequate assurance of due performance, and until such assurance is received may, if commercially

reasonable, suspend any performance for which the agreed return has not been received. "Commercially reasonable" includes not only the conduct of a party with respect to performance under this Agreement, but also conduct with respect to other agreements with parties to this Agreement or others. After receipt of a justified demand, failure to provide within a reasonable time, but not exceeding 30 days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this Agreement. Acceptance of any improper delivery, service, or payment does not prejudice the aggrieved party's right to demand adequate assurance of future performance. Nothing in this Article limits County's right to terminate this Agreement pursuant to Article 4 (Termination).

11. Assignment and Delegation

Neither party hereto shall assign, delegate, sublet, or transfer any interest in or duty under this Agreement without the prior written consent of the other party, and no such transfer shall be of any force or effect whatsoever unless and until the other party shall have so consented.

12. Method and Place of Giving Notice, Submitting Bills, and Making Payments

All notices, bills, and payments shall be made in writing and shall be given by personal delivery, U.S. mail, or courier service. Notices, bills, and payments shall be addressed as follows:

TO COUNTY:

Kristin Fladseth
Healthy Policy, Planning, and Evaluation Division
County of Sonoma – Department of Health Services
490 Mendocino Avenue, Suite 202
Santa Rosa CA 94928
707.565.6616
Kristin.Fladseth@sonoma-county.org

TO CONTRACTOR:

Lynne P. Cannady
President
2015 J Street, #205
Sacramento CA 95811
916.448.8026
lynne@lpc-associates.com

When a notice, bill, or payment is given by a generally recognized overnight courier service, the notice, bill, or payment shall be deemed received on the next business day. When a copy of a notice, bill, or payment is sent by facsimile or email, the notice, bill, or payment shall be deemed received upon transmission as long as: (1) the original copy of the notice, bill, or payment is promptly deposited in the U.S. mail and postmarked on the date of the facsimile or email (for a payment, on or before the due date); (2) the sender has a written confirmation of the facsimile transmission or email; and (3) the facsimile or email is transmitted before 5 p.m. (recipient's time). In all other instances, notices, bills, and payments shall be effective upon receipt by the recipient. Changes may be made in the names and addresses of the person to whom notices are to be given by giving notice pursuant to this Article 12.

13. Miscellaneous Provisions

13.1. No Waiver of Breach

The waiver by County of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or provision or any subsequent breach of the same or any other term or promise contained in this Agreement.

13.2. Construction

To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in a manner that avoids any violation of statute, ordinance, regulation, or law. The parties covenant and agree that in the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby. Contractor and County acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of the other party. Contractor and County acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.

13.3. Consent

Wherever in this Agreement the consent or approval of one party is required to an act of the other party, such consent or approval shall not be unreasonably withheld or delayed.

13.4. No Third-Party Beneficiaries

Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.

13.5. Applicable Law and Forum

This Agreement shall be construed and interpreted according to the substantive law of California, regardless of the law of conflicts to the contrary in any jurisdiction. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in Santa Rosa or the forum nearest to the city of Santa Rosa in the County of Sonoma.

13.6. Captions

The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.

13.7. Merger

This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to Code of Civil Procedure Section 1856. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

13.8. Survival of Terms

All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

13.9. Time of Essence

Time is and shall be of the essence of this Agreement and every provision hereof.

§ The remainder of this page has intentionally been left blank. §

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

CONTRACTOR:

Lynne P. Cannady, President
LPC Consulting Associates, Inc.

Dated

COUNTY OF SONOMA:

Certificate of Insurance on File with County:

Rita Scardaci, MPH, Director
Department of Health Services


Dated

Approved as to Substance:

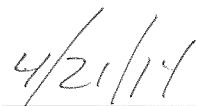
Division Director or Designee

Dated

Approved as to Form:



Sonoma County Counsel



Dated

Exhibit A. Scope of Work
SNAP-Ed Evaluation Contractor
May 2014 – September 30, 2016

Year 1 (May 2014 - September 30, 2014)		
Task A: Project Coordination Meetings (Year 1)		Deliverables
LPC will conduct regular in-person meetings and conference calls with the County of Sonoma Department of Health Services (DHS) staff for the duration of this contract. Meetings will be used for project coordination and planning, as well as technical assistance as needed. The specific agendas of these meetings will be determined through initial discussions with DHS and as issues arise throughout the term of the contract.	May – Sept 2014	
1. LPC will participate one in-person meeting for project Kick-Off. The Evaluation Director and the Research Director will attend. Draft agenda will be submitted to DHS beforehand. Examples of key topics that we anticipate covering with DHS at the start of the contract include: <ul style="list-style-type: none"> • Review existing evaluation efforts related to Objectives 1-5; • Existing and available data for evaluation purposes; • Existing evaluation capacity and technical assistance needs of subcontractors; • Development of logic model, data-crosswalk of evaluation objectives/SNAP-Ed program interventions; • Funder evaluation requirements, including annual schedule of deliverables by SNAP-Ed objective; and • Specific DHS data/information needs (i.e., for planning, etc.) 	May 2014 1 RT Sac-Santa Rosa	Agendas, Sign-in Sheets
2. LPC will participate in two additional in-person meetings with DHS staff. The Evaluation Director and the Research Director will attend. Draft agenda will be submitted to DHS beforehand and meeting discussions will be summarized by Research Assistant (via conference call).	June-Sept 2014 1 RT Sac-Santa Rosa (June) 1 RT Sac-Santa Rosa (July)	Agendas, Sign-in Sheets

<p>3. LPC will host up to three conference calls, as needed. It is expected that the initial phase of this contract will require more extensive discussion with DHS staff than will the subsequent project years. The Evaluation Director, Research Director, Research Analyst and other project staff will participate, as needed. Draft agenda will be submitted to DHS beforehand and meeting discussions will be summarized by Research Assistant.</p>	<p>June - Sept 2014</p>	<p>Agendas</p>
<p>Task B: Evaluation Planning (Year 1)</p>		
<p><i>Develop County-wide Evaluation Framework for SNAP-Ed Activities</i></p> <p>Using the Social-Ecological Model, LPC will work with DHS to identify the key evaluative components of each of the objectives (e.g., inputs, activities, outcomes, and impacts) as they relate to both the individual initiatives' objectives as well as to the comprehensive, county-wide SNAP-Ed strategy. Including:</p> <ul style="list-style-type: none"> • County-wide Logic Model to be based on logic models for objectives 1-5 (to be developed); • Research Questions, overall and by objective; • Identification of data indicators and sources by objective; and • Data Collection Timelines by provider and scheduled deliverables by objective. <p>Specific Components of the Framework include individual plans for the following evaluation objectives, 1-5:</p>	<p>May-July 2014</p>	
<p><i>Objective 1: Rethink Your Drink</i></p> <ul style="list-style-type: none"> • Develop 3-Year Plan which will include both process and outcome level data, and may include training feedback from staff and stakeholders, participant measurement (e.g., changes in consumption patterns, knowledge about sugary drinks, attitudes about tap water, etc.), and consumer testing of new materials. • Submit Draft to DHS and integrate comments/revisions as needed. 	<p>June-July 2014</p>	<p>Evaluation Plan</p>
<p><i>Objective 2: Impact/Outcome SNAP-Ed Evaluation</i></p> <ul style="list-style-type: none"> • Develop a 3-year evaluation plan to assess the impact/outcome of nutrition education lessons at 4 schools on youth and adult's knowledge of nutrition using the Network approved plan template; and • Submit Draft to DHS and integrate comments/revisions as needed. 	<p>June-July 2014</p>	<p>Evaluation Plan</p>

<p><i>Objective 4: School Wellness Evaluation</i></p> <ul style="list-style-type: none"> • Work with DHS to develop a 3-year evaluation plan for identifying best practices around developing and implementing wellness policies in 4 SNAP-Ed funded schools. The evaluation plan will focus on assessing the status and needs of the individual schools as well as the cost and ease of implementation, sustainability, and effectiveness of school wellness policies and activities that drive healthy eating and physical activity among students; and • Submit Draft to DHS and integrate comments/revisions as needed. 	<p>June-July 2014</p>	<p>Evaluation Plan</p>
<p><i>Objective 5: Early-Childhood Care and Education Evaluation</i></p> <ul style="list-style-type: none"> • Design 3-year evaluation plan to identify best practices used in 11 SNAP-Ed funded Early-Childhood Care and Education settings, in collaboration with DHS. The focus of this evaluation will include the cost and ease of intervention implementation, its sustainability, and its effectiveness in reaching targeted families and effecting positive change; and • Submit Draft to DHS and integrate comments/revisions as needed. 	<p>June-July 2014</p>	<p>Evaluation Plan</p>
<p>Task C: Technical Assistance and Training for DHS Staff and/or Subcontractors(Year 1)</p>		
<p><i>Objective 1: Rethink Your Drink</i></p> <ul style="list-style-type: none"> • LPC will provide Training and Technical Assistance (T & TA) to understand current program implementation and to plan Year 2 Evaluation. (Data for Year 1 has already been collected) <ul style="list-style-type: none"> a. Conduct site visit; b. Develop T&TA materials regarding evaluation design and data collection protocol; and c. Provide follow-up reminders and telephone consultations as needed. 	<p>June 2014</p> <p>1 RT Sac-Santa Rosa</p>	<p>Training Agendas, Sign -in Sheets</p>
<p><i>Objective 2: Impact/Outcome SNAP-Ed Evaluation</i></p> <ul style="list-style-type: none"> • LPC will provide Training and Technical Assistance (T&TA) to the 4 Schools participating in the (Objective 2) Impact/Outcome Evaluation <ul style="list-style-type: none"> a. Assist schools with any Year 1 data collection needed via site visits; b. Develop T&TA materials regarding evaluation design and data collection protocol for Year 2; and c. Provide follow-up reminders and telephone consultations as needed. 	<p>July 2014</p> <p>1 RT Sac-Santa Rosa</p>	<p>Training Agendas, Sign -in Sheets</p>

<p><i>Objective 5: Early-Childhood Care and Education Evaluation</i></p> <ul style="list-style-type: none"> • LPC will provide Training and Technical Assistance (T&TA) to the 11 Early Childhood Care providers <ul style="list-style-type: none"> a. Assist providers with any Year 1 data collection needed via site visits; b. Develop T&TA materials regarding evaluation design and data collection protocol for Year 2; and c. Provide follow-up reminders and telephone consultations as needed. 	<p>July 2014</p> <p>1 RT Sac-Santa Rosa</p>	<p>Training Agendas, Sign -in Sheets</p>
<p>Task D: Tool Identification (Year 1)</p>		
<p>LPC will work with DHS staff to identify and/or develop Network approved evaluation tools to measure behavior change, program efficacy, and/or best practices for Objectives 1-5 of this effort. All tools and data collection protocols will be approved by the Network before use. Considerations for identifying tools for each of the evaluation objectives are discussed below.</p>	<p>May - Sept 2014</p>	
<p><i>Objective 1: Rethink Your Drink</i></p> <ul style="list-style-type: none"> • Review existing survey/tools and cross-walk with research questions and Logic Model framework • Develop a data reporting template to facilitate the program-level reporting and analysis specifically related to the cost, sustainability and submit to the Network for approval. 	<p>June-July 2014</p>	<p>Evaluation Tools, Data Collection Protocol</p>
<p><i>Objective 2: Impact/Outcome SNAP-Ed Evaluation</i></p> <ul style="list-style-type: none"> • Review existing survey/tools and cross-walk with research questions. 	<p>June 2014</p>	<p>Evaluation Tools, Data Collection Protocol</p>
<p><i>Objective 3: SNAP-Ed Teacher Focus Groups</i></p> <ul style="list-style-type: none"> • Review existing focus group protocol and cross-walk with research questions and Logic Model framework • Revise as necessary and submit to DHS staff. 	<p>May 2014</p>	<p>Evaluation Tools, Data Collection Protocol</p>
<p><i>Objective 4: School Wellness Evaluation</i></p> <ul style="list-style-type: none"> • Review existing survey/tools and cross-walk with research questions and Logic Model framework • Develop a reporting template with DHS and its subcontractors to facilitate data collection among the four schools in FY15. 	<p>July 2014</p>	<p>Evaluation Tools, Data Collection Protocol</p>

<p><i>Objective 5: Early-Childhood Care and Education Evaluation</i></p> <ul style="list-style-type: none"> Review existing survey/tools and cross-walk with research questions and Logic Model framework Develop a reporting template with DHS and its subcontractors to facilitate data collection among the 11 EC centers. 	<p>July 2014</p>	<p>Evaluation Tools, Data Collection Protocol</p>
<p>Task E: Data Collection (Year 1)</p>		
<p>Data collection for Objectives 1, 2, and 5 of this proposed effort will be conducted by DHS and/or its subcontractors and be supported by LPC through training and technical assistance. We will focus our data collection efforts on Objective 3.</p>	<p>May 2014</p>	
<p><i>Objective 3: SNAP-Ed Teacher Focus Groups</i></p> <ul style="list-style-type: none"> Conduct focus groups of SNAP-Ed teachers at each of the 4 schools. The focus group will be facilitated by the Research Associate, accompanied by a Research Assistant who will assist in setting up the room and greeting focus group participants. The Research Assistant will also take notes about the focus group discussion, record focus groups to be transcribed as needed. It is anticipated that each session will last from one to one-and-a-half hours. 	<p>May 2014</p> <p>1 RT Sacto-Sonoma County (may be coordinated with kick-off meeting in May)</p>	<p>Raw data files.</p>
<p>Task F: Data Analysis (Year 1)</p>		
<p>The research questions developed in the evaluation planning (Task B above) will guide the overall analysis approach. For most objectives, data will be analyzed both by site and in the aggregate and include descriptive statistic such as frequencies and percentages. Where appropriate, statistical analyses will be used to determine if the changes between pre/post data and across program years are statistically significant. The specific analyses will be determined by the tools selected and in collaboration with the DHS. The basic steps to our analytic approach are summarized below.</p> <ol style="list-style-type: none"> <i>Data cleaning:</i> Aggregating the data collected and reviewing for completeness, any outlying values (indicating transcription errors), and reformatting into one database file (e.g., Access, SPSS). Some variables are recoded to facilitate data analysis. 	<p>Jun-Aug 2014</p>	

<p>2. <i>Data analysis:</i> The type of analysis conducted will depend upon the research questions and the form of data collected. Quantitative data will be analyzed using SPSS. We also have the capacity to analyze qualitative data using NVivo, a software tool that uses indexing to quantify the frequency of key terms.</p> <p>3. <i>Data summaries:</i> Quantitative data will be organized and summarized in data tables to provide a comprehensive analysis of all the data variables. Qualitative data will be sorted and extracts of the focus groups/ interviews will be organized by theme.</p> <p>4. <i>Identification of key findings:</i> LPC will identify the most significant findings in the data to streamline reporting and DHS's review of the data.</p>		
<p><i>Objective 1: Rethink Your Drink</i></p> <ul style="list-style-type: none"> LPC will collaborate with DHS to develop the reporting templates that will guide the key analyses to be performed under this objective. 	<p>July 2014</p>	
<p><i>Objective 2: Impact/Outcome SNAP-Ed Evaluation</i></p> <ul style="list-style-type: none"> LPC will analyze the impact/outcome data from this objective using the guidelines provided by the Network. An important part of this process will be matching these surveys and preparing the data for analysis in SPSS. Findings from the Online Teacher Survey will also be analyzed as needed. 	<p>July 2014</p>	
<p><i>Objective 3: SNAP-Ed Teacher Focus Groups</i></p> <ul style="list-style-type: none"> LPC will analyze data from the focus groups (transcripts and notes) and summarize findings by question. Themes within and across questions will be identified. LPC will discuss with DHS the level of confidentiality in reporting of the findings - for example if participants should be identified by school or aggregated together. Illustrative quotes will also be identified to demonstrate key findings and themes in the data. We will use NVivo to facilitate the content analysis of focus group responses. 	<p>June 2014</p>	
<p><i>Objective 5: Early-Childhood Care and Education Evaluation</i></p> <ul style="list-style-type: none"> The analysis of Childhood Care and Education data will be guided by a data reporting template, which will be developed by LPC in collaboration with DHS. Data will include both qualitative and quantitative data. Similar to the above, LPC suggests selecting 4 of the 11 CCE sites to provide case studies, to illustrate how the program elements come together, successes and challenges, and any best practices that emerge. 	<p>Aug 2014</p>	

G. Reporting (Year 1)		
<p>After the data analyses are completed, LPC will draft a report annually for the objectives presenting the key findings addressing the research questions. The reports will present findings in an intuitive and non-technical format to maximize its usefulness for the staff of both DHS and their subcontractors. The final reports will each include an introduction referencing relevant research, description of methods and analysis used, and key findings. LPC will provide annually for each of the objectives, one printed copy of the report and its appendices, accompanied by an electronic version. We will also provide an electronic copy of the cleaned datasets (as requested) to DHS each year. We will prepare an Executive Summary and PowerPoint presentation to present at the conclusion of this contract year.</p>	<p>Jul-Sept 2014</p> <p>1 RT Sacto-Santa Rosa</p>	
<p><i>Objective 1: Rethink Your Drink</i></p> <ul style="list-style-type: none"> • LPC will present draft findings of the Rethink Your Drink program activities in the Report Template developed in collaboration with DHS. • LPC will revise and finalize report based upon DHS input. 	<p>Sept 15, 2014</p>	<p>Final Report</p>
<p><i>Objective 2: Impact/Outcome SNAP-Ed Evaluation</i></p> <ul style="list-style-type: none"> • LPC will produce a Impact/Outcome Evaluation report using the guidelines provided by the Network. • LPC will revise and finalize report based upon DHS input. 	<p>July 15, 2014</p>	<p>Final Report</p>
<p><i>Objective 3: SNAP-Ed Teacher Focus Groups</i></p> <ul style="list-style-type: none"> • LPC will produce a summative report exploring barriers and best practice approaches to implementing and sustaining in-class nutrition education lessons at the 4 schools. • LPC will revise and finalize report based upon DHS input. 	<p>July 15, 2014</p>	<p>Final Report</p>
<p><i>Objective 5: Early-Childhood Care and Education Evaluation</i></p> <ul style="list-style-type: none"> • LPC will present findings of the Early-Childhood Care and Education Evaluation using the Report Template developed in collaboration with DHS • LPC will revise and finalize report based upon DHS input. 	<p>Sept 15, 2014</p>	<p>Final Report</p>

Year 2 (October 1, 2014 - September 30, 2016)		
Task A: Project Coordination Meetings (Year 2)		
LPC will conduct regular in-person meetings and conference calls with the County of Sonoma Department of Health Services (DHS) staff for the duration of this contract. Meetings will be used for project coordination and planning, as well as technical assistance as needed. The specific agendas of these meetings will be determined through initial discussions with DHS and as issues arise throughout the term of the contract.	Oct 2014 – Sept 2015	
<ul style="list-style-type: none"> LPC will participate in a conference call to start Year 2 of the project. The Evaluation Director and the Research Director will participate. Draft agenda will be submitted to DHS beforehand. 	October 2014	Agenda
<ul style="list-style-type: none"> LPC will host up to three conference calls, as needed. It is expected that the initial phase of evaluation implementation may require more follow up with DHS, and telephone support for the contractors. The Evaluation Director, Research Director, Analyst and other project staff will participate in calls, as needed. Draft agenda will be submitted to DHS beforehand and meeting discussions will be summarized by Research Assistant. 	Oct 2014 - Sept 2015	Agenda
Task B: Evaluation Planning (Year 2)		
<p><i>Review County-wide Evaluation Framework for SNAP-Ed Activities</i></p> <p>Evaluation plans will be reviewed for the 4 evaluation plans implemented in Year 1 and revisions based on feasible of the data collection, quality of the data collected, and other factors will be revised as needed. Special attention will be made to improving/increasing the rigor of the evaluations, and adding Objective 4 in Year 2.</p>	October 2014	Updated Evaluation Plans (if applicable)
Task C: Technical Assistance and Training for DHS Staff and Subcontractors (Year 2)		
<p><i>Objective 1: Rethink Your Drink</i></p> <ul style="list-style-type: none"> LPC will provide Training and Technical Assistance (T & TA) to understand current program implementation and to implement Year 2 Evaluation Activities <ol style="list-style-type: none"> Develop T&TA materials regarding evaluation design and data collection protocol Conduct on-site training session (approximately 1-2 hours) Provide follow-up reminders and telephone consultations as needed 	<p>October 2014</p> <p>1 RT Sacto-Sonoma County</p>	Training Agendas, Sign -in Sheets

<p><i>Objective 2: Impact/Outcome SNAP-Ed Evaluation</i></p> <ul style="list-style-type: none"> • LPC will provide Training and Technical Assistance (T&TA) to the 4 Schools participating in the Impact/Outcome Evaluation <ol style="list-style-type: none"> a. Develop T&TA materials regarding evaluation design and data collection protocol for Year 2 b. Conduct on-site training session (approximately 1-2 hours) for Year 2 data c. Provide follow-up reminders and telephone consultations as needed 	<p>October 2014</p> <p>1 RT Sacto-Sonoma County</p>	<p>Training Agendas, Sign -in Sheets</p>
<p><i>Objective 5: Early-Childhood Care and Education Evaluation</i></p> <ul style="list-style-type: none"> • LPC will provide T&TA Training to the 11 Early Childhood Care providers <ol style="list-style-type: none"> a. Develop T&TA materials regarding evaluation design and data collection protocol for Year 2 b. Conduct on-site training session (approximately 1-2 hours) for Year 2 data c. Provide follow-up reminders and telephone consultations as needed 	<p>October 2014</p> <p>1 RT Sacto-Sonoma County</p>	<p>Training Agendas, Sign -in Sheets</p>
<p>Task D: Tool Identification (Year 2)</p>		
<p>As a part of Task B (Evaluation Planning) above, LPC will review existing tools and make revisions as needed.</p>	<p>October 2014</p>	<p>Revised Evaluation Tools (if applicable)</p> <p>Revised Data Collection Protocol (if applicable)</p>
<p>Task E: Data Collection (Year 2)</p>		
<p>Data collection for Objectives 1-5 of this proposed effort will be conducted by DHS and/or its subcontractors and be supported by LPC through training and technical assistance. By Year 3, LPC will address data collection for objectives 1-5.</p>	<p>May - Sept 2015</p>	

<p><i>Objective 3: SNAP-Ed Teacher Focus Groups</i></p> <ul style="list-style-type: none"> • Conduct focus groups of SNAP-Ed teachers at each of the 4 schools. • The focus group will be facilitated by the Research Associate and will be accompanied by a Research Assistant who will assist in setting up the room and greeting focus group participants. The assistant will also take a set of notes about the focus group discussion, and the focus group discussion will also be tape-recorded and later transcribed as needed. It is anticipated that each session will last from one to one-and-a-half hours. 	<p>May 2015</p> <p>1 RT Sacto-Sonoma County</p>	<p>Raw Data Files</p>
<p><i>Objective 4: School Wellness Evaluation</i></p> <ul style="list-style-type: none"> • Data collection for objective 4 will begin in FY 15 and continues through FY16. 	<p>Aug 2014 - May 2015</p>	<p>Raw Data Files</p>
<p>Task F: Data Analysis (Year 2)</p>		
<p>LPC will follow the analysis planned developed in the Evaluation Plan, and integrate any new insights or foci from Year 1.</p>	<p>Jun-Aug 2015</p>	
<p><i>Objective 1: Rethink Your Drink</i></p> <ul style="list-style-type: none"> • Conduct analysis outlined in evaluation plan. 	<p>July 2015</p>	
<p><i>Objective 2: Impact/Outcome SNAP-Ed Evaluation</i></p> <ul style="list-style-type: none"> • Conduct analysis outlined in evaluation plan. 	<p>June 2015</p>	
<p><i>Objective 3: SNAP-Ed Teacher Focus Groups</i></p> <ul style="list-style-type: none"> • Conduct analysis outlined in evaluation plan. 	<p>June 2015</p>	
<p><i>Objective 4: School Wellness Evaluation</i></p> <ul style="list-style-type: none"> • Conduct analysis outlined in evaluation plan. 	<p>June 2015</p>	
<p><i>Objective 5: Early-Childhood Care and Education Evaluation</i></p> <ul style="list-style-type: none"> • Conduct analysis outlined in evaluation plan. 	<p>June 2015</p>	

G. Reporting (Year 2)		
After the data analyses are completed, LPC will draft a report annually for the objectives presenting the key findings addressing the research questions. The reports will present findings in an intuitive and non-technical format to maximize its usefulness for the staff of both DHS and their subcontractors. The final reports will each include an introduction referencing relevant research, description of methods and analysis used, and key findings. LPC will provide annually for each of the objectives, one printed copy of the report and its appendices, accompanied by an electronic version. We will also provide an electronic copy of the cleaned datasets (as requested) to DHS each year.	Jul-Sept 2015	
<p><i>Objective 1: Rethink Your Drink</i></p> <ul style="list-style-type: none"> LPC will present draft findings of the Rethink Your Drink program activities in the Report Template developed in collaboration with DHS. LPC will revise and finalize report based upon DHS input. 	Sept 15, 2015	Final Report
<p><i>Objective 2: Impact/Outcome SNAP-Ed Evaluation</i></p> <ul style="list-style-type: none"> LPC will produce a Impact/Outcome Evaluation report using the guidelines provided by the Network. LPC will revise and finalize report based upon DHS input. 	July 15, 2015	Final Report
<p><i>Objective 3: SNAP-Ed Teacher Focus Groups</i></p> <ul style="list-style-type: none"> LPC will produce a summative report exploring barriers and best practice approaches to implementing and sustaining in-class nutrition education lessons at the 4 schools. LPC will revise and finalize report based upon DHS input. 	July 15, 2015	Final Report
<p><i>Objective 4: School Wellness Evaluation</i></p> <ul style="list-style-type: none"> Data collection and reporting for this evaluation will commence in FY15 and will continue through FY16 	July 15, 2015	Final Report
<p><i>Objective 5: Early-Childhood Care and Education Evaluation</i></p> <ul style="list-style-type: none"> LPC will present findings of the Early-Childhood Care and Education Evaluation using the Report Template developed in collaboration with DHS LPC will revise and finalize report based upon DHS input. 	July 15, 2015	Final Report

Year 3 (October 1, 2015 - September 30, 2016)		
Task A: Project Coordination Meetings (Year 3)	Deliverables	
LPC will conduct regular in-person meetings and conference calls with the County of Sonoma Department of Health Services (DHS) staff for the duration of this contract. Meetings will be used for project coordination and planning, as well as technical assistance as needed. The specific agendas of these meetings will be determined through initial discussions with DHS and as issues arise throughout the term of the contract.	Oct 2015 – Sept 2016	
<ul style="list-style-type: none"> LPC will participate an in-person meeting to start Year 3 of the project. The Research Director will attend for LPC. Draft agenda will be submitted to DHS beforehand. 	October 2015 1 RT Sacto-Santa Rosa	Agendas
<ul style="list-style-type: none"> LPC will host up to three conference calls, as needed. The Research Director, Research Analyst and other project staff will participate as needed. Draft agenda will be submitted to DHS beforehand and meeting discussions will be summarized by Research Assistant. Draft agenda will be submitted to DHS beforehand and meeting discussions will be summarized by Research Assistant. 	Oct 2015 - Sept 2016	Agendas
Task B: Evaluation Planning (Year 3)		
<p><i>Review County-wide Evaluation Framework for SNAP-Ed Activities</i></p> <p>Evaluation plans will be reviewed for the 5 evaluation plans implemented in Years 1 and 2, and revisions will be based on feasibility of the data collection, quality of the data collected, and other factors will be revised as needed. Special attention will be made to improving/increasing the rigor of the evaluations.</p>	October 2015	Updated Evaluation Plans (if applicable)
Task C: Technical Assistance and Training for DHS Staff and Subcontractors (Year 3)		
<p><i>Objective1: Rethink Your Drink</i></p> <ul style="list-style-type: none"> LPC will provide Training and Technical Assistance (T & TA) to understand current program implementation and to implement Year 3 Evaluation Activities <ol style="list-style-type: none"> Develop T&TA materials regarding evaluation design and data collection protocol Provide follow-up reminders and telephone consultations as needed 	October 2015	Training Agendas, Sign -in Sheets

<p><i>Objective 2: Impact/Outcome SNAP-Ed Evaluation</i></p> <ul style="list-style-type: none"> • LPC will provide TA consultation to the 4 Schools participating in the Impact/Outcome Evaluation <ul style="list-style-type: none"> a. Develop T&TA materials regarding evaluation design and data collection protocol for Year 3 b. Conduct on-site training session (approximately 1-2 hours) for Year 3 data c. Provide follow-up reminders and telephone consultations as needed 	<p>October 2015</p> <p>1 RT Sacto-Sonoma County</p>	<p>Training Agendas, Sign -in Sheets</p>
<p><i>Objective 5: Early-Childhood Care and Education Evaluation</i></p> <ul style="list-style-type: none"> • LPC will provide TA consultation to the 11 Early Childhood Care providers <ul style="list-style-type: none"> a. Develop T&TA materials regarding evaluation design and data collection protocol for Year 3 b. Conduct on-site training session (approximately 1-2 hours) for Year 3 data c. Provide follow-up reminders and telephone consultations as needed 	<p>October 2015</p>	<p>Training Agendas, Sign -in Sheets</p>
<p>Task D: Tool Identification (Year 3)</p>		
<p>As a part of Task B (Evaluation Planning) above, LPC will review existing tools and make revisions as needed.</p>	<p>October 2015</p>	<p>Revised Evaluation Tools (if applicable)</p> <p>Revised Data Collection Protocol (if applicable)</p>
<p>Task E: Data Collection (Year 3)</p>		
<p>Data collection for Objectives 1, 2, and 5 of this proposed effort will be conducted by DHS and/or its subcontractors and be supported by LPC through training and technical assistance. By Year 3, LPC will address data collection for objectives 1-5.</p>	<p>May-Sept 2016</p>	

<p><i>Objective 3: SNAP-Ed Teacher Focus Groups</i></p> <ul style="list-style-type: none"> • Conduct focus groups of SNAP-Ed teachers at each of the 4 schools. • The focus group will be facilitated by the Research Associate and will accompanied by a Research Assistant who will assist in setting up the room and greeting focus group participants. The assistant will also take a set of notes about the focus group discussion, and the focus group discussion will also be tape-recorded and later transcribed as needed. It is anticipated that each session will last from one to one-and-a-half hours. 	<p>May 2016</p> <p>1 RT Sacto-Sonoma County</p>	<p>Raw Data Files</p>
<p><i>Objective 4: School Wellness Evaluation</i></p> <ul style="list-style-type: none"> • Data collection for objective 4 will begin in FY 15 and will continue through FY16. 	<p>Aug 2014 - May 2015</p>	<p>Raw Data Files</p>
<p>Task F: Data Analysis (Year 3)</p>		
<p>LPC will follow the analysis planned developed in the Evaluation Plan, and integrate any new insights or foci from Year 2.</p>	<p>Jun-Aug 2016</p>	
<p><i>Objective 1: Rethink Your Drink</i></p> <ul style="list-style-type: none"> • Conduct analysis outlined in evaluation plan. 	<p>July 2016</p>	
<p><i>Objective 2: Impact/Outcome SNAP-Ed Evaluation</i></p> <ul style="list-style-type: none"> • Conduct analysis outlined in evaluation plan. 	<p>June 2016</p>	
<p><i>Objective 3: SNAP-Ed Teacher Focus Groups</i></p> <ul style="list-style-type: none"> • Conduct analysis outlined in evaluation plan. 	<p>June 2016</p>	
<p><i>Objective 4: School Wellness Evaluation</i></p> <ul style="list-style-type: none"> • Conduct analysis outlined in evaluation plan. 	<p>June 2016</p>	
<p><i>Objective 5: Early-Childhood Care and Education Evaluation</i></p> <ul style="list-style-type: none"> • Conduct analysis outlined in evaluation plan. 	<p>June 2016</p>	

G. Reporting (Year 3)		
After the data analyses are completed, LPC will draft a summative evaluation report for the objectives presenting the key findings addressing the research questions. The report will present findings in an intuitive and non-technical format to maximize its usefulness for the staff of both DHS and their subcontractors. The final report will each include an introduction referencing relevant research, description of methods and analysis used, and key findings. LPC will provide each of the objectives, one printed copy of the report and its appendices, accompanied by an electronic version. We will include an Executive Summary and a PowerPoint presentation of findings. We will also provide an electronic copy of the cleaned datasets (as requested) to DHS.	Jul-Sept 2016 1 RT Sacto-Santa Rosa	
<p><i>Objective 1: Rethink Your Drink</i></p> <ul style="list-style-type: none"> LPC will present draft findings of the Rethink Your Drink program activities in the Report Template developed in collaboration with DHS. LPC will revise and finalize report based upon DHS input. 	Sept 2016	Final Report
<p><i>Objective 2: Impact/Outcome SNAP-Ed Evaluation</i></p> <ul style="list-style-type: none"> LPC will produce a Impact/Outcome Evaluation report using the guidelines provided by the Network. LPC will revise and finalize report based upon DHS input. 	July 2016	Final Report
<p><i>Objective 3: SNAP-Ed Teacher Focus Groups</i></p> <ul style="list-style-type: none"> LPC will produce a summative report exploring barriers and best practice approaches to implementing and sustaining in-class nutrition education lessons at the 4 schools. LPC will revise and finalize report based upon DHS input. 	July 2016	Final Report
<p><i>Objective 4: School Wellness Evaluation</i></p> <ul style="list-style-type: none"> Data collection and reporting for this evaluation will begin FY15 and will continue through FY16. 	July 2016	Final Report
<p><i>Objective 5: Early-Childhood Care and Education Evaluation</i></p> <ul style="list-style-type: none"> LPC will present findings of the Early-Childhood Care and Education Evaluation using the Report Template developed in collaboration with DHS LPC will revise and finalize report based upon DHS input. 	July 15, 2015	Final Report

Exhibit B. Budget and Budget Justification
SNAP-Ed Evaluation Contractor
May 2014 - September 30, 2014

PERSONNEL	Hourly Rate	Hrs	May 2014-Sept 2014	Hourly Rate	Hrs	Oct 2014-Sept 2015	Hourly Rate	Hrs	Oct 2015-Sept 2016	Total
Lynne Cannady, Administrator (Evaluation Director) - 0.2395 FTE (FFY14); 0.0082FTE (FFY15)	\$70.00	205	\$14,350	\$72.80	17	\$1,238	\$72.80	0	\$0	\$15,588
Shannon Williams, Research Specialist (Research Director) - 0.3738 FTE (FFY14); 0.0673 FTE (FFY15&16)	\$55.00	320	\$17,600	\$57.20	140	\$8,008	\$59.49	140	\$8,329	\$33,937
Charles de Watteville, Database Coordinator (Data System Manager) - 0.1449 FTE (FFY14); 0.0385 FTE (FFY15&16)	\$44.46	124	\$5,513	\$46.24	80	\$3,699	\$48.09	80	\$3,847	\$13,059
Tracey Weld, Research Specialist (Research Analyst/Project Manager) - 0.1449 FTE (FFY 2014); 0.0096 FTE (FFY 2015); 0.0144FTE (FFY16)	\$39.78	124	\$4,933	\$41.37	20	\$827	\$43.02	30	\$1,291	\$7,051
Tiffany Wilson, Research Associate (FFY14 0.0935 FTE; FFY15&16 0.0192 FTE)	\$28.00	80	\$2,240	\$29.12	40	\$1,165	\$30.28	40	\$1,211	\$4,616
Kristina Karson, Administrative Assistant (Research Assistant) - 0.1694FTE (FFY14); 0.0365 FTE (FFY15); 0.0385 FTE (FFY16)	\$15.00	145	\$2,175	\$15.60	76	\$1,186	\$16.22	80	\$1,298	\$4,659
Personnel Subtotal			\$46,811			\$16,123			\$15,976	\$78,910
Fringe Benefits @	46.21%		\$21,631			\$7,450			\$7,382	\$36,463
TOTAL PERSONNEL			\$68,442			\$23,573			\$23,358	\$115,373
NON-PERSONNEL/OPERATING EXPENSES										
Office Supplies			\$88			\$129			\$20	\$237
Space Rent/Lease			\$4,183			\$1,544			\$1,532	\$7,259
Mileage	\$0.56	2200	\$1,232		400	\$224		1000	\$560	\$2,016
TOTAL NON-PERSONNEL/OPERATING EXPENSES			\$5,503			\$1,897			\$2,112	\$9,512

			May 2014- Sept 2014			Oct 2014- Sept 2015			Oct 2015- Sept 2016	Total
OTHER COSTS										\$0
TOTAL OTHER COSTS			\$0			\$0			\$0	\$0
TOTAL DIRECT COSTS (Personnel + Non-Personnel + Other Costs)			\$73,945			\$25,470			\$25,470	\$124,885
Indirect Percentage @		21.7%	\$16,055			\$5,530			\$5,530	\$27,115
TOTAL BUDGET			\$90,000			\$31,000			\$31,000	\$152,000

SNAP-Ed Grant Budget Revisions and Line Item Adjustments

Subject to prior written notice under Article 12 (Method and Place of Giving Notice, Submitting Bills, and Making Payments), the Department of Health Services Division Director, or designee, may approve Line Item Budget Adjustment Requests and Budget Revision Requests so long as the total contract maximum set forth in Section 2 (Payment) neither increases nor decreases, and there is no significant change in the Scope of Work. Proposed transfers between budget sections or between line items require an approved Budget Revision Request if the total of the proposed changes is greater than 10% of the total contract amount for each budget year. Proposed budget transfers that total less than 10% of the total contract amount each budget year require an approved Line Item Budget Adjustment Request. Said Line Item Budget Adjustment Requests and Budget Revision Requests shall not require a formal amendment to this Agreement and shall be effected by preparation of a new exhibit which is signed and dated by the Department of Health Services Division Director, or designee.

Budget Justification SNAP-Ed Evaluation Contractor May 2014 - September 30, 2014
PERSONNEL
<p>Employee Name: Lynne Cannady Position Title: Administrator Official Title: Evaluation Director FTE: 0.2395 FTE (FFY14); 0.0082 FTE (FFY15) Position Description: Provides administrative and office support for the project staff and is responsible for the reporting requirements. Evaluates nutrition education, physical activity promotion interventions in a variety of community channels. Methods can include process and impact evaluations, pre and post tests, surveys, focus/discussion roundtables, photo documentaries, case studies, etc.</p>
<p>Employee Name: Shannon Williams Position Title: Research Specialist Official Title: Research Director FTE: 0.3738FTE (FFY14); 0.0673FTE (FFY15&16) Position Description: Evaluates nutrition education, physical activity promotion interventions in a variety of community channels. Methods can include process and impact evaluations, pre and post tests, surveys, focus/discussion roundtables, photo documentaries, case studies, etc.</p>
<p>Employee Name: Charles de Watteville Position Title: Database Coordinator Official Title: Data Systems Manager FTE: 0.1449FTE (FFY14); 0.0385FTE (FFY15&16) Position Description: Develops database used to track and analyze evaluation-based nutrition education and physical activity data in a variety of channels.</p>
<p>Employee Name: Tracey Weld Position Title: Research Specialist Official Title: Research Analyst/Project Manager FTE: 0.1449FTE (FFY14); 0.0096FTE (FFY15); 0.0144FTE (FFY16) Position Description: Evaluates nutrition education, physical activity promotion interventions in a variety of community channels. Methods can include process and impact evaluations, pre and post tests, surveys, focus/discussion roundtables, photo documentaries, case studies, etc.</p>

<p>Employee Name: Tiffany Wilson Position Title: Research Specialist Official Title: Research Assistant FTE: 0.0935FTE (FFY14); 0.0192FTE (FFY15&16) Position Description: Evaluates nutrition education, physical activity promotion interventions in a variety of community channels. Methods can include process and impact evaluations, pre and post tests, surveys, focus/discussion roundtables, photo documentaries, case studies, etc.</p>
<p>Employee Name: Kristina Karson Position Title: Administrative Assistant Official Title: Research Assistant FTE: 0.1694FTE (FFY14); 0.0365FTE (FFY15); 0.0385FTE (FFY16) Position Description: Provides general clerical support to the Program. Assists in development and maintenance of a data collection system with emphasis on fiscal information. Arranges meetings and trainings, orders supplies and materials, creates correspondence, photocopies, etc.</p>
<p>Fringe Benefits</p> <p>The average fringe benefit and overhead expenses percentage used for calculating the fringe benefit line and overhead expenses line is 46.21% of salaries. Fringe Benefits include statutory benefits (i.e., Medicare, Social Security, Federal Unemployment Tax (FUTA), and Workers Compensation) as well as voluntary benefits (i.e., holiday, annual leave, and sick leave; retirement; staff development; unemployment insurance; and health & dental insurance).</p>
<p><i>OPERATING EXPENSES</i></p>
<p>Office Supplies For supplies (such as pens, pencils, postage, notepads, paper, binders, flip charts, etc) for evaluation activities.</p> <ul style="list-style-type: none">• FFY 2014: 5 months x \$17.60/month = \$88• FFY 2015: 12 months x \$10.75/month = \$129• FFY 2016: 12 months x \$1.67/month = \$20
<p>Space Rent/Lease: Agency space lease is \$4,305 per month. Amount budgeted is based on the pro-rated FTE on the SNAP-Ed project compared to the agency FTE of 6 full-time staff. In FFY14, 6 staff are on the SNAP-Ed project for a total of 1.166FTE. In FFY15, 6 staff are on the SNAP-Ed project for a total of .1793FTE. In FFY16, 5 staff are on the SNAP-Ed project for a total of .1779FTE.</p> <ul style="list-style-type: none">• FFY 2014: (1.166FTE/6FTE) x (\$4,305/month) x 5 months = \$4,183• FFY 2015: (.1793FTE/6FTE) x (\$4,305/month) x 12 months = \$1,544• FFY 2016: (.1779FTE/6FTE) x (\$4,305/month) x 12 months = \$1,532

TRAVEL

Travel – Mileage: \$2,172

Mileage for travel for staff to conduct approximately 7 site visits(Sacramento-Sonoma) in FFY14, 2 in FFY15, and 3 n FFY16 (at 300 miles RT) as well as an additional 100 additional miscellaneous miles for travel while in county or from site to site. Mileage reimbursement rate is set at the SNAP-Ed approved federal reimbursement rate.

- FFY 2014: \$0.56/mile x 2200 miles = \$1,232
- FFY 2015: \$0.56/mile x 400 miles = \$224
- FFY 2016: \$0.56/mile x 1,000 miles = \$560

INDIRECT COSTS

Indirect costs are calculated at 21.7% of Total Modified Direct Costs (i.e., total direct costs less subcontractors and equipment).

- FFY 2014 = \$16,055
- FFY 2015 = \$5,530
- FFY 2016 = \$5,530

Exhibit C. Insurance Requirements

(Template 3)

With respect to performance of work under this Agreement, Contractor shall maintain and shall require all of its subcontractors, contractors, and other agents to maintain insurance as described below unless such insurance has been expressly waived by the attachment of a **Waiver of Insurance Requirements**. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

County reserves the right to review any and all of the required insurance policies and/or endorsements, but has no obligation to do so. Failure to demand evidence of full compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve Contractor from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.

1. Workers' Compensation and Employer's Liability Insurance

- a. Required if Contractor has employees.
- b. Workers' Compensation insurance with statutory limits as required by the Labor Code of the State of California.
- c. Employer's Liability with minimum limits of \$1,000,000 per Accident; \$1,000,000 Disease per employee; \$1,000,000 Disease per policy.
- d. **Required Evidence of Insurance:** Certificate of Insurance.
- e. If Contractor currently has no employees, Contractor agrees to obtain the above-specified Workers' Compensation and Employer's Liability insurance should any employees be engaged during the term of this Agreement or any extensions of the term.

2. General Liability Insurance

- a. Commercial General Liability Insurance on a standard occurrence form, no less broad than Insurance Services Office (ISO) Form CG 00 01.
- b. Minimum Limits: \$1,000,000 per Occurrence; \$2,000,000 General Aggregate; \$2,000,000 Products/Completed Operations Aggregate. The required limits may be provided by a combination of General Liability Insurance and Commercial Umbrella Liability Insurance. If Contractor maintains higher limits than the specified minimum limits, County requires and shall be entitled to coverage for the higher limits maintained by Contractor.
- c. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000, it must be approved in advance by County. Contractor is responsible for any deductible or self-insured retention and shall fund it upon County's written request, regardless of whether Contractor has a claim against the insurance or is named as a party in any action involving the County.

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- d. **County of Sonoma, its Officers, Agents, and Employees** shall be additional insureds for liability arising out of operations by or on behalf of the Contractor in the performance of this Agreement.
 - e. The insurance provided to the additional insureds shall be primary to, and non-contributory with, any insurance or self-insurance program maintained by them.
 - f. The policy definition of "insured contract" shall include assumptions of liability arising out of both ongoing operations and the products-completed operations hazard (broad-form contractual liability coverage, including the "f" definition of insured contract in ISO Form CG 00 01, or equivalent).
 - g. The policy shall cover inter-insured suits between the additional insureds and Contractor and include a "separation of insureds" or "severability" clause which treats each insured separately.
 - h. **Required Evidence of Insurance**
 - i. Copy of the additional insured endorsement or policy language granting additional insured status; and
 - ii. Certificate of Insurance.
3. Automobile Liability Insurance
- a. Minimum Limits: \$1,000,000 combined single limit per accident.
 - b. Insurance shall apply to all owned autos. If Contractor currently owns no autos, Contractor agrees to obtain such insurance should any autos be acquired during the term of this Agreement or any extensions of the term.
 - c. Insurance shall apply to hired and non-owned autos.
 - d. **Required Evidence of Insurance:** Certificate of Insurance.
4. Standards for Insurance Companies
- Insurers, other than the California State Compensation Insurance Fund, shall have an A.M. Best's rating of at least A:VII.
5. Documentation
- a. All required Evidence of Insurance shall be submitted prior to the execution of this Agreement. Contractor agrees to maintain current Evidence of Insurance on file with County for the entire term of this Agreement and any additional periods if specified in this exhibit's Sections 1, 2, or 3.
 - b. The name and address for **Additional Insured** endorsements and Certificates of Insurance is:

**County of Sonoma (DHS)
Contract & Board Item Development Unit
3313 Chanate Road
Santa Rosa CA 95404**
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- c. Required Evidence of Insurance shall be submitted for any renewal or replacement of a policy that already exists at least 10 days before expiration or other termination of the existing policy.
- d. Contractor shall provide immediate written notice if: (1) any of the required insurance policies are terminated; (2) the limits of any of the required policies are reduced; or (3) the deductible or self-insured retention is increased.
- e. Upon written request, certified copies of required insurance policies must be provided within 30 days.

6. Policy Obligations

Contractor's indemnity and other obligations shall not be limited by the foregoing insurance requirements.

7. Material Breach

If Contractor fails to maintain insurance which is required pursuant to this Agreement, this failure shall be deemed a material breach of this Agreement. County, at its sole option, may terminate this Agreement and obtain damages from Contractor resulting from said breach. Alternatively, County may purchase the required insurance, and without further notice to Contractor, County may deduct from sums due to Contractor any premium costs advanced by County for such insurance. These remedies shall be in addition to any other remedies available to County.

COUNTY OF SONOMA
AGREEMENT FOR SERVICES
(Revision F – Standard Version)

This agreement ("Agreement"), dated as of _____, 20_____, ("Effective Date") is by and between the County of Sonoma, a political subdivision of the State of California (hereinafter "County"), and Boys & Girls Club of Central Sonoma County, a California nonprofit organization (hereinafter "Contractor").

RECITALS

WHEREAS, Contractor represents that it is a duly qualified community-based organization, experienced in the implementation of social programs and related services; and

WHEREAS, in the judgment of the Board of Supervisors, it is necessary and desirable to employ the services of Contractor for the implementation of a supplemental nutritional assistance programs and related services;

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, the parties hereto agree as follows:

AGREEMENT

1. Scope of Services

1.1. Contractor's Specified Services

Contractor shall perform the services described in "Exhibit A – Scope of Work", attached hereto and incorporated herein by this reference (hereinafter "Exhibit A"), within the times or by the dates provided for in Exhibit A and pursuant to Article 7 (Prosecution of Work). In the event of a conflict between the body of this Agreement and Exhibit A, the provisions in the body of this Agreement shall control.

1.2. Cooperation With County

Contractor shall cooperate with County and County staff in the performance of all work hereunder.

1.3. Performance Standard

Contractor shall perform all work hereunder in a manner consistent with the level of competency and standard of care normally observed by a person practicing in Contractor's profession. County has relied upon the professional ability and training of Contractor as a material inducement to enter into this Agreement. Contractor hereby agrees to provide all services under this Agreement in accordance with generally accepted professional practices and standards of care, as well as the requirements of applicable Federal, State, and local laws, it being understood that acceptance of Contractor's work by County shall not operate as a waiver or release. If County determines that any of Contractor's work is not in accordance with such level of competency and standard of care, County, in its sole discretion, shall have the right to do any or all of the following: (a) require Contractor to meet with County to review the quality of the

work and resolve matters of concern; (b) require Contractor to repeat the work at no additional charge until it is satisfactory; (c) terminate this Agreement pursuant to the provisions of Article 4 (Termination); or (d) pursue any and all other remedies at law or in equity.

1.4. Assigned Personnel

- a. Contractor shall assign only competent personnel to perform work hereunder. In the event that at any time County, in its sole discretion, desires the removal of any person or persons assigned by Contractor to perform work hereunder, Contractor shall remove such person or persons immediately upon receiving written notice from County.
- b. Any and all persons identified in this Agreement or any exhibit hereto as the project manager, project team, or other professional performing work hereunder are deemed by County to be key personnel whose services were a material inducement to County to enter into this Agreement, and without whose services County would not have entered into this Agreement. Contractor shall not remove, replace, substitute, or otherwise change any key personnel without the prior written consent of County.
- c. In the event that any of Contractor's personnel assigned to perform services under this Agreement become unavailable due to resignation, sickness, or other factors outside of Contractor's control, Contractor shall be responsible for timely provision of adequately qualified replacements.

1.5. Contract Exhibits

This Agreement includes the following exhibits:

- Exhibit A. Scope of Work
- Exhibit B. Budget and Budget Justification
- Exhibit C. Insurance Requirements

1.6. State Contract Documents

Contractor agrees to comply with State Contract provisions, including the following:

- Federal Provisions (Special Terms and Conditions) (State Contract Exhibit D)
- Additional Provisions (State Contract Exhibit E)

The State Contract is available at the following website: <http://www.sonoma-county.org/health/publications/index.asp#contractors>.

1.7. Additional Travel and Mileage Documents

Contractor agrees to comply with the following California Department of Public Health travel and mileage documents:

- Form CDPH CMU 01 (01/10) - Travel Reimbursement Information (available at the following website: <http://www.cdph.ca.gov/programs/cpns/Documents/NetworkTravelReimbursementInformation.pdf>).
- Program Letter Number 13-11 - Travel Reimbursement Rates for NEOPB Contractors/Grantees (available at the following website:

<http://www.cdph.ca.gov/programs/cpns/Documents/PL%2013-11%20Travel.pdf>).

- Program Letter Number 14-02 - Mileage Reimbursement Rate for NEOPB Grantees/Contractors (available at the following website: www.cdph.ca.gov/programs/cpns/Documents/PL%2014-02.pdf).

2. Payment

For all services and incidental costs required hereunder:

Contractor shall be paid on a time-and-material/expense basis in accordance with the budget set forth in Exhibit B – Budget and Budget Justification, provided, however, that total payments to Contractor shall not exceed \$86,000 without the prior written approval of County. Contractor shall submit its bills in arrears on a monthly basis in a form approved by County's Auditor and the Head of County department receiving the services. The bills shall show or include: (i) relevant SNAP-Ed personnel time tracking documents, (ii) SNAP-Ed fringe benefits document, (iii) summary spreadsheet for line item expenditures, and (iv) copies of receipts for reimbursable materials/expenses, if any. Expenses not expressly authorized by the Agreement shall not be reimbursed.

Unless otherwise noted in this agreement, payments shall be made within the normal course of County business after presentation of an invoice in a form approved by County for services performed. Payments shall be made only upon the satisfactory completion of the services as determined by County.

Pursuant to California Revenue and Taxation Code (R&TC) Section 18662, County shall withhold seven percent of the income paid to Contractor for services performed within the State of California under this agreement for payment and reporting to the California Franchise Tax Board if Contractor does not qualify as any of the following: (1) a corporation with its principal place of business in California, (2) an LLC or Partnership with a permanent place of business in California, (3) a corporation/LLC or Partnership qualified to do business in California by the Secretary of State, or (4) an individual with a permanent residence in the State of California.

If Contractor does not qualify, County requires that a completed and signed California Form 587 be provided by Contractor in order for payments to be made. If Contractor does qualify, then County requires a completed California Form 590. California Forms 587 and 590 remain valid for the duration of the Agreement provided there is no material change in their facts. By signing either form, Contractor agrees to promptly notify County of any changes in the facts. Forms should be sent to County pursuant to Article 12 (Method and Place of Giving Notice, Submitting Bills, and Making Payments). To reduce the amount withheld, Contractor has the option to provide County with either a full or partial waiver from the State of California.

2.1. Overpayment

If County overpays Contractor for any reason, Contractor agrees to return the amount of such overpayment to County, or at County's option, permit County to offset the amount of such overpayment against future payments owed to Contractor under this Agreement or any other agreement.

2.2. Federal Funding

All or part of this Agreement will be paid with Federal awards. As a pass-through entity, County is required to provide certain information regarding Federal award(s) to Contractor as a subrecipient. In signing this Agreement, Contractor acknowledges receipt of the following information regarding Federal award(s) that will be used to pay this Agreement:

- a. **CFDA Number:** 10.561
- b. **CFDA Title:** State Administrative Matching Grants for the Supplemental Nutrition Assistance Programs
- c. **Federal Agency:** Department of Agriculture Food and Nutrition Service
- d. **Award Name:** Supplemental Nutrition Assistance Program Education (SNAP-Ed)
- e. **Federal Award(s) Amount:** \$86,000

As a subrecipient of Federal awards, Contractor is subject to the provisions of U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations (hereinafter "OMB Circular A-133"). In signing this Agreement, Contractor acknowledges that it understands and will comply with the provisions of OMB Circular A-133. One provision of OMB Circular A-133 requires a subrecipient that expends \$500,000 in Federal awards during its fiscal year to have an audit performed in accordance with OMB Circular A-133. If such an audit is required, Contractor agrees to provide County with a copy of the audit report within 9 months of Contractor's fiscal year-end. Questions regarding OMB Circular A-133 can be directed to the Sonoma County Auditor-Controller-Treasurer-Tax Collector's Office – General Accounting Division.

2.2.1. Audits

Contractor agrees that all expenditures of State and Federal funds furnished to the Contractor pursuant to this Agreement are subject to audit by County, State agencies, and/or Federal agencies. Contractor warrants that it shall comply with the audit requirements as set forth in Office of Management and Budget (OMB) Circular A-133 entitled "Audits of States, Local Governments, and Non-Profit Organizations". County agrees to provide 14-days notice of intent of County to audit Contractor. Contractors subject to the Single Audit Act of 1984 and Single Audit Act Amendments of 1996 shall annually submit an independent audit conforming to OMB Circular A-133, which applies to non-profit organizations.

2.2.2. Copy of Audit

Contractor agrees that a copy of audits performed shall be submitted to County no later than 30 days after completion of the audit report, or no later than 9 months after the end of Contractor's fiscal year, whichever comes first. The Contractor's agreement(s) with audit firms shall have a clause to permit access by County, State agencies, and/or Federal agencies to the working papers of the external independent auditor.

2.2.3. Retention of Audit Report

Contractor agrees that audit reports and work papers shall be retained for a minimum of 7 years from the date of the audit report, unless the auditor is notified in writing by County, a State agency, and/or a Federal agency to extend the retention period.

2.2.4. Repayment

Contractor is responsible for the repayment of all audit exceptions and disallowances taken by County, State agencies, and/or Federal agencies related to services provided by Contractor under this Agreement. Where allowable costs have been claimed and reimbursed, they will be refunded to the program that reimbursed the unallowable cost either by cash refund or by offset to subsequent claims.

3. Term of Agreement

The term of this Agreement shall be from Effective Date to September 30, 2016 unless terminated earlier in accordance with the provisions of Article 4 (Termination) below.

4. Termination

4.1. Termination Without Cause

Notwithstanding any other provision of this Agreement, at any time and without cause, County shall have the right, in its sole discretion, to terminate this Agreement by giving 5 business days' advance written notice to Contractor.

4.2. Termination for Cause

Notwithstanding any other provision of this Agreement, should Contractor fail to perform any of its obligations hereunder within the time and in the manner herein provided or otherwise violate any of the terms of this Agreement, County may immediately terminate this Agreement by giving Contractor written notice of such termination, stating the reason for termination.

4.3. Delivery of Work Product and Final Payment Upon Termination

In the event of termination, Contractor, within 14 days following the date of termination, shall deliver to County all materials and work product subject to Section 9.11 (Ownership and Disclosure of Work Product), and shall submit to County an invoice showing the services performed, hours worked, and copies of receipts for reimbursable expenses up to the date of termination.

4.4. Payment Upon Termination

Upon termination of this Agreement by County, Contractor shall be entitled to receive, as full payment for all services satisfactorily rendered and expenses incurred hereunder, an amount which bears the same ratio to the total payment specified in the Agreement as the services satisfactorily rendered hereunder by Contractor bear to the total services otherwise required to be performed for such total payment; provided, however, that if services which have been satisfactorily rendered are to be paid on a per-hour or per-day basis, Contractor shall be entitled to receive as full payment an amount equal to the number of hours or days actually worked prior to the termination times the applicable hourly or daily rate; and further provided, however, that if County terminates the Agreement for cause pursuant to Section 4.2 (Termination for Cause), County shall deduct from such amount the amount of damage, if any, sustained by County by virtue of the breach of the Agreement by Contractor.

4.5. Authority to Terminate

The Board of Supervisors has the authority to terminate this Agreement on behalf of County. In addition, the Purchasing Agent or Health Services Department Head, in consultation with County Counsel, shall have the authority to terminate this Agreement on behalf of County.

4.6. Obligations After Termination

The following shall remain in full force and effect after termination of this Agreement: (1) Article 5 (Indemnification), (2) Section 9.5 (Records Maintenance), (3) Section 9.5.1 (Right to Audit, Inspect, and Copy Records), (4) Section 9.15 (Confidentiality), and (5) Section 13.5 (Applicable Law and Forum).

4.7. Change in Funding

Contractor understands and agrees that County shall have the right to terminate this Agreement immediately upon written notice to Contractor in the event that any State and/or Federal agency and/or other funder(s) reduce, withhold, or terminate funding which County anticipated using to pay Contractor for services provided under this Agreement, or in the event that County has exhausted all funds legally available for payments due under this Agreement.

5. Indemnification

Contractor agrees to accept all responsibility for loss or damage to any person or entity, including County, and to indemnify, hold harmless, and release County, its officers, agents, and employees from and against any actions, claims, damages, liabilities, disabilities, or expenses that may be asserted by any person or entity, including Contractor, that arise out of, pertain to, or relate to Contractor's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Contractor agrees to provide a complete defense for any claim or action brought against County based upon a claim relating to such Contractor's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Contractor's obligations under this Article apply whether or not there is concurrent negligence on County's part, but to the extent required by law, excluding liability due to County's conduct. County shall have the right to select its legal counsel at Contractor's expense, subject to Contractor's approval, which shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Contractor or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.

6. Insurance

With respect to performance of work under this Agreement, Contractor shall maintain and shall require all of its subcontractors, contractors, and other agents to maintain insurance as described in Exhibit C – Insurance Requirements, which is attached hereto and incorporated herein by this reference.

7. Prosecution of Work

The execution of this Agreement shall constitute Contractor's authority to proceed immediately with the performance of this Agreement. Performance of the services hereunder shall be completed within the time required herein, provided, however, that if the performance is delayed by earthquake, flood, high water, or other Act of God, or by strike, lockout, or similar labor

disturbances, the time for Contractor's performance of this Agreement shall be extended by a number of days equal to the number of days Contractor has been delayed.

8. Extra or Changed Work

Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties. Minor changes, which do not increase the amount paid under the Agreement, and which do not significantly change the scope of work or significantly lengthen time schedules, may be executed by the Department Head in a form approved by County Counsel. The Board of Supervisors/Purchasing Agent must authorize all other extra or changed work. The parties expressly recognize that, pursuant to Sonoma County Code Sections 1-11, County personnel are without authorization to order extra or changed work or waive Agreement requirements. Failure of Contractor to secure such written authorization for extra or changed work shall constitute a waiver of any and all right to adjustment in the Agreement price or Agreement time due to such unauthorized work, and thereafter Contractor shall be entitled to no compensation whatsoever for the performance of such work. Contractor further expressly waives any and all right or remedy by way of restitution and quantum meruit for any and all extra work performed without such express and prior written authorization of County.

9. Representations of Contractor

9.1. Standard of Care

County has relied upon the professional ability and training of Contractor as a material inducement to enter into this Agreement. Contractor hereby agrees that all its work will be performed and that its operations shall be conducted in accordance with generally accepted and applicable professional practices and standards as well as the requirements of applicable Federal, State, and local laws, it being understood that acceptance of Contractor's work by County shall not operate as a waiver or release.

9.2. Status of Contractor

The parties intend that Contractor, in performing the services specified herein, shall act as an independent contractor and shall control the work and the manner in which it is performed. Contractor is not to be considered an agent or employee of County and is not entitled to participate in any pension plan, workers' compensation plan, insurance, bonus, or similar benefits that County provides its employees. In the event County exercises its right to terminate this Agreement pursuant to Article 4 (Termination), Contractor expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees.

9.3. No Suspension or Debarment

Contractor warrants that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any Federal department or agency. Contractor also warrants that it is not suspended or debarred from receiving Federal funds as listed in the "List of Parties Excluded from Federal Procurement or Nonprocurement Programs" issued by the General Services Administration. If Contractor becomes debarred, Contractor has the obligation to inform County.

9.4. Taxes

Contractor agrees to file Federal and State tax returns and pay all applicable taxes on amounts paid pursuant to this Agreement, and shall be solely liable and responsible to pay such taxes and other obligations, including but not limited to State and Federal income and FICA taxes. Contractor agrees to indemnify and hold County harmless from any liability which it may incur to the United States or to the State of California as a consequence of Contractor's failure to pay, when due, all such taxes and obligations. In case County is audited for compliance regarding any withholding or other applicable taxes, Contractor agrees to furnish County with proof of payment of taxes on these earnings.

9.5. Records Maintenance

Contractor shall keep and maintain full and complete documentation and accounting records concerning all services performed that are compensable under this Agreement, and shall make such documents and records available to County for inspection at any reasonable time. Contractor shall maintain such records for a period of 7 years following completion of work hereunder.

9.5.1. Right to Audit, Inspect, and Copy Records

Contractor agrees to permit County and any authorized State or Federal agency to audit, inspect, and copy all records, notes, and writings of any kind in connection with the services provided by Contractor under this Agreement, to the extent permitted by law, for the purpose of monitoring the quality and quantity of services, monitoring the accessibility and appropriateness of services, and ensuring fiscal accountability. All such audits, inspections, and copying shall occur during normal business hours. Upon request, Contractor shall supply copies of any and all such records to County. Failure to provide the above-noted documents requested by County within the requested time frame indicated may result in County withholding payments due under this Agreement. In those situations required by applicable law(s), Contractor agrees to obtain necessary releases to permit County or governmental or accrediting agencies to access patient medical records.

9.6. Conflict of Interest

Contractor covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under State law or that would otherwise conflict in any manner or degree with the performance of its services hereunder. Contractor further covenants that in the performance of this Agreement, no person having any such interests shall be employed. In addition, if requested to do so by County, Contractor shall complete and file and shall require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" with County disclosing Contractor's or such other person's financial interests.

9.7. Statutory Compliance

Contractor agrees to comply with all applicable Federal, State, and local laws, regulations, statutes, and policies applicable to the services provided under this Agreement as they exist now and as they are changed, amended, or modified during the term of this Agreement.

9.8. Nondiscrimination

Without limiting any other provision hereunder, Contractor shall comply with all applicable Federal, State, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability, sexual orientation, or other prohibited basis, including without limitation County's Nondiscrimination Policy. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated herein by this reference.

9.9. AIDS Discrimination

Contractor agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.

9.10. Assignment of Rights

Contractor assigns to County all rights throughout the world in perpetuity in the nature of copyright, trademark, patent, and right to ideas in and to all versions of the plans and specifications, if any, now or later, prepared by Contractor in connection with this Agreement. Contractor agrees to take such actions as are necessary to protect the rights assigned to County in this Agreement, and to refrain from taking any action which would impair those rights. Contractor's responsibilities under this provision include, but are not limited to, placing proper notice of copyright on all versions of the plans and specifications as County may direct, and refraining from disclosing any versions of the plans and specifications to any third party without first obtaining written permission of County. Contractor shall not use or permit another party to use the plans and specifications in connection with this or any other project without first obtaining written permission of County.

9.11. Ownership and Disclosure of Work Product

All reports, original drawings, graphics, plans, studies, and other data or documents ("documents"), in whatever form or format, assembled or prepared by Contractor or Contractor's subcontractors, contractors, and other agents in connection with this Agreement, shall be the property of County. County shall be entitled to immediate possession of such documents upon completion of the work pursuant to this Agreement. Upon expiration or termination of this Agreement, Contractor shall promptly deliver to County all such documents which have not already been provided to County in such form or format as County deems appropriate. Such documents shall be and will remain the property of County without restriction or limitation. Contractor may retain copies of the above-described documents, but agrees not to disclose or discuss any information gathered, discovered, or generated in any way through this Agreement without the express written permission of County.

9.12. Authority

The undersigned hereby represents and warrants that he or she has authority to execute and deliver this Agreement on behalf of Contractor.

9.13. Sanctioned Employee

Contractor agrees that it shall not employ in any capacity, or retain as a subcontractor in any capacity, any individual or entity that is listed on any list published by the Federal Office of

Inspector General regarding the sanctioning, suspension, or exclusion of individuals or entities from the Federal Medicare and Medicaid programs. Contractor agrees to periodically review said State and Federal lists to confirm the status of current employees, subcontractors, and contractors. In the event Contractor does employ such individual(s) or entity(ies), Contractor agrees to assume full liability for any associated penalties, sanctions, loss, or damage that may be imposed on County by the Medicare or Medicaid programs.

9.14. Compliance with County Policies and Procedures

Contractor agrees to comply with all County policies and procedures as they may relate to services provided hereunder.

9.15. Confidentiality

Contractor agrees to maintain the confidentiality of all patient medical records and client information in accordance with all applicable State and Federal laws and regulations. This Section 9.15 shall survive termination of this Agreement.

9.16. Contractor Notification of Breach

County receives funding for the Supplemental Nutrition Assistance Program from the State Department of Public Health pursuant to the Supplemental Nutrition Assistance Program – Education (hereinafter "State Contract"). The State Contract contains certain requirements pertaining to the privacy and security of personally identifiable information (hereinafter "PII") and/or protected health information (hereinafter "PHI"), and requires that County contractually obligate any of its subcontractors to also comply with these requirements.

9.16.1. The State Contract requires County to notify the State of any breach of privacy and/or security of personal identifiable information (PII) and/or protected health information (PHI). Contractor shall, immediately upon discovery of a breach of privacy and/or security of PII and/or PHI by Contractor, notify County of such breach by telephone and either email or facsimile.

9.16.2. In the event the State Contract requires County to pay any costs associated with a breach of privacy and/or security of PII and/or PHI, including but not limited to the costs of notification, Contractor shall pay on County's behalf any and all such costs arising out of a breach of privacy and/or security of PII and/or PHI by Contractor.

9.17. Lobbying

If any federal funds are to be used to pay for any services under this Agreement, Contractor shall fully comply with all certifications and disclosure requirements prescribed by Section 319 of the Public Law 101-121 (31 United States Code Section 1352) and any implementing regulations, shall ensure that each of its subcontractors receiving funds under this Agreement also fully complies with all such certification and disclosure requirements.

10. Demand for Assurance

Each party to this Agreement undertakes the obligation that the other party's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other party may in writing demand adequate assurance of due performance, and until such assurance is received may, if commercially

reasonable, suspend any performance for which the agreed return has not been received. "Commercially reasonable" includes not only the conduct of a party with respect to performance under this Agreement, but also conduct with respect to other agreements with parties to this Agreement or others. After receipt of a justified demand, failure to provide within a reasonable time, but not exceeding 30 days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this Agreement. Acceptance of any improper delivery, service, or payment does not prejudice the aggrieved party's right to demand adequate assurance of future performance. Nothing in this Article limits County's right to terminate this Agreement pursuant to Article 4 (Termination).

11. Assignment and Delegation

Neither party hereto shall assign, delegate, sublet, or transfer any interest in or duty under this Agreement without the prior written consent of the other party, and no such transfer shall be of any force or effect whatsoever unless and until the other party shall have so consented.

12. Method and Place of Giving Notice, Submitting Bills, and Making Payments

All notices, bills, and payments shall be made in writing and shall be given by personal delivery, U.S. mail, or courier service. Notices, bills, and payments shall be addressed as follows:

TO COUNTY:

Kristin Fladseth
Healthy Policy, Planning, and Evaluation Division
County of Sonoma – Department of Health Services
490 Mendocino Avenue, Suite 202
Santa Rosa CA 94928
Kristin.Fladseth@sonoma-county.org
707.565.6616

TO CONTRACTOR:

Jason Weiss
Co-CEO
Boys & Girls Club of Central Sonoma County
1400 North Dutton, Suite 24
Santa Rosa CA 95401
707.528.7977
JasonWeiss@bgccsc.org

When a notice, bill, or payment is given by a generally recognized overnight courier service, the notice, bill, or payment shall be deemed received on the next business day. When a copy of a notice, bill, or payment is sent by facsimile or email, the notice, bill, or payment shall be deemed received upon transmission as long as: (1) the original copy of the notice, bill, or payment is promptly deposited in the U.S. mail and postmarked on the date of the facsimile or email (for a payment, on or before the due date); (2) the sender has a written confirmation of the facsimile transmission or email; and (3) the facsimile or email is transmitted before 5 p.m. (recipient's time). In all other instances, notices, bills, and payments shall be effective upon receipt by the recipient. Changes may be made in the names and addresses of the person to whom notices are to be given by giving notice pursuant to this Article 12.

13. Miscellaneous Provisions

13.1. No Waiver of Breach

The waiver by County of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or provision or any subsequent breach of the same or any other term or promise contained in this Agreement.

13.2. Construction

To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in a manner that avoids any violation of statute, ordinance, regulation, or law. The parties covenant and agree that in the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby. Contractor and County acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of the other party. Contractor and County acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.

13.3. Consent

Wherever in this Agreement the consent or approval of one party is required to an act of the other party, such consent or approval shall not be unreasonably withheld or delayed.

13.4. No Third-Party Beneficiaries

Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.

13.5. Applicable Law and Forum

This Agreement shall be construed and interpreted according to the substantive law of California, regardless of the law of conflicts to the contrary in any jurisdiction. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in Santa Rosa or the forum nearest to the city of Santa Rosa in the County of Sonoma.

13.6. Captions

The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.

13.7. Merger

This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to Code of Civil Procedure Section 1856. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

13.8. Survival of Terms

All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

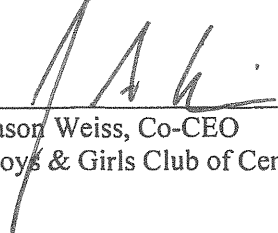
13.9. Time of Essence

Time is and shall be of the essence of this Agreement and every provision hereof.

§ The remainder of this page has intentionally been left blank. §

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

CONTRACTOR:



Jason Weiss, Co-CEO
Boys & Girls Club of Central Sonoma County

4/22/14
Dated

COUNTY OF SONOMA:

Certificate of Insurance on File with County:

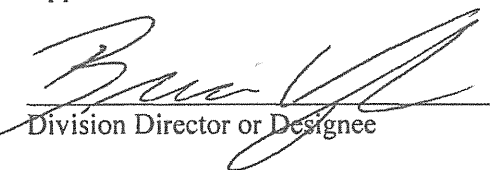
Rita Scardaci, MPH, Director
Department of Health Services

Dated

Sonoma County Purchasing Agent

Dated

Approved as to Substance:



Division Director or Designee

4/21/14
Dated

Exhibit A. Scope of Work
SNAP-Ed After School & Extended Break Contractor
May 2014 – September 30, 2016

GOAL 1: The target population (Supplemental Nutrition Assistance Program-Education (SNAP-Ed)/Nutrition Education and Obesity Prevention (NEOP) participants and those eligible up to 185% Federal Poverty Level (FPL)) is empowered and enabled to select healthy foods and beverages and increase physical activity through nutrition education, social marketing and environmental supports.

OBJECTIVE 1 (SNAP-Ed Meetings): Attend local, regional and/or state SNAP-Ed meetings, conferences, trainings, and workshops to aid in implementation and evaluation of nutrition education and obesity prevention strategies for low-income households.

Objective 1: SNAP-Ed Meetings			
Activities	Responsible Party	Deliverables	Timeframe
1. Attend bi-monthly County Nutrition Action Plan (C-NAP) Workgroup meetings to help coordinate USDA food program interventions and efforts to increase food security in the target population by: <ul style="list-style-type: none"> a) Building on existing State or County nutrition action or obesity plans. b) Coordinating nutrition education messages with CalFresh outreach efforts throughout the county for the various USDA food programs; CalFresh, WIC, EFAP, Summer meals, Child and Adult Care Food Program (CACFP), school breakfast and lunch programs. c) Identifying existing resources and assets of organizations in the county that promote the C-NAP priorities. d) Applying public health approaches to identify, track, and promote existing policies in the county related to access to healthy foods and beverages and physical activity. e) Collecting and providing process and outcome evaluation information to the C-NAP f) Applying multi-level approaches to advance and market a minimum of one nutrition and obesity prevention intervention annually as it relates to C-NAP. <p align="right"><small>(DHS Objective 2, Activity 2)</small></p>	Katie Welch/ Kevin Ross	Meeting agendas Record of participation Copy of CNAP Collective summary of policies and outcome evaluation data.	May 2014- Sept 2016

Objective 1: SNAP-Ed Meetings			
Activities	Responsible Party	Deliverables	Timeframe
<p>2. Attend relevant project and coalition/collaborative meetings to implement the County of Sonoma’s Department of Health Services (DHS) SNAP-Ed scopes of work.</p> <p>SNAP-Ed Fiscal Orientation (once annually) Quarterly SNAP-Ed Team Meeting (Mar, June, Sep, Dec) Quarterly CNAP Workgroup (Feb, April, June, Aug, Oct, Dec) Sonoma County After School Network Meetings (DHS Objective 1, Activity 4 & Objective 1, Activity 7)</p>	Katie Welch	Copies of agendas Record of participation	May 2014 – Sept 2016
<p>3. Attend required Network-sponsored meetings, trainings, workshops, and conferences that may include the following: Community Engagement trainings, Regional Network Collaborative meetings, Rethink Your Drink Trainings, nutrition education trainings, <i>Network</i>-sponsored state and/or regional trainings; other non-<i>Network</i> sponsored trainings that have been pre-approved by DHS staff. (DHS Objective 1, Activity 3)</p>	Katie Welch	Copies of agendas Record of participation	May 2014 – Sept 2016
<p>4. Participate in local, regional and state evaluation and reporting activities for all objectives, as needed, and provide a quarterly progress report to DHS staff. (DHS Objectives Vary)</p>	Katie Welch	Progress Report	May 2014 – Sept 2016
<p>5. Work with SNAP-Ed Team to host a county health forum to address primary prevention of diseases through healthier eating patterns and more physical activity. Recruit community leaders and members to participate in the forum from school, after schools, worksites, CalFresh and WIC offices, faith-based channels, etc. Some strategies may include:</p> <ul style="list-style-type: none"> • Identify health disparities in communities related to nutrition and physical activity barriers and propose solutions • Increase awareness of existing food policies in qualifying neighborhoods • Use CX3 assessment findings to promote the need for farmers markets to 	Katie Welch	Flyers Agenda Summary of meeting results	Oct 2014 – Mar 2015

Objective 1: SNAP-Ed Meetings			
Activities	Responsible Party	Deliverables	Timeframe
<p>increase access to fresh fruits and vegetables; increase healthy food availability in corner stores; increase healthier options at local worksites, schools and churches, and increase access to physical activity opportunities in qualifying neighborhoods.</p> <p>(DHS Objective 5, Activity 3)</p>			
<p>6. Use the United States Department of Agriculture (USDA) regulations and guidelines to ensure all activities are allowable and appropriately documented. http://snap.nal.usda.gov/snap/Guidance/FY2014SNAP-EdGuidance.pdf</p> <p>(DHS Objective 1, Activity 4)</p>	Katie Welch/ Kevin Ross	Documents (on file)	May 2014 – Sept 2016
<p>7. Comply with the Network Guideline Manual and Program Letter updates. http://www.cdph.ca.gov/programs/cpns/Pages/GuidelinesManual.aspx http://www.cdph.ca.gov/programs/cpns/Pages/ProgramLetters.aspx</p> <p>(DHS Objective 1, Activity 4)</p>	Katie Welch/ Kevin Ross	Documents (on file)	May 2014 – Sept 2016

GOAL 1: The target population (Supplemental Nutrition Assistance Program-Education (SNAP-Ed)/Nutrition Education and Obesity Prevention (NEOP) participants and those eligible up to 185% Federal Poverty Level (FPL)) is empowered and enabled to select healthy foods and beverages and increase physical activity through nutrition education, social marketing and environmental supports.

OBJECTIVE 2 (After School/Extended Break): Annually, engage qualifying afterschool/extended break programs to reach children and parents to increase nutrition education and physical activity opportunities and social marketing strategies that increase access and consumption of healthy food and beverages at each site.

Objective 2: After School/Extended Break			
Activities	Responsible Party	Deliverables	Timeframe
1. Attend <i>Network</i> required trainings and webinars regarding resources and tools for the afterschool setting annually. (DHS Objective 12, Activity 1)	Katie Welch	Record of participation	May 2014-Sept 2016
2. Establish relationships and commitment of support for nutrition education interventions, wellness policy expansion and staff development from the following number of afterschool / extended break site administrators to increase healthy food and beverage access and availability, education and increase opportunities for physical activity: <ul style="list-style-type: none"> • FFY 2014: 14 afterschool / extended break sites • FFY 2015: 14 afterschool / extended break sites • FFY 2016: 14 afterschool / extended break sites Facilitate ongoing communication throughout the school year providing nutrition education resources and maintain support for healthy afterschool campaigns. (DHS Objective 12, Activity 3)	Katie Welch/ Kevin Ross	List of contacts Communication log	May 2014-Sept 2016
3. Recruit and assign staff to each afterschool / extended break site to assist in the scheduling and training of site staff on <i>Network</i> nutrition education interventions, campaigns, and resources: (DHS Objective 12, Activity 4)	Katie Welch/ Kevin Ross	List of staff, titles, and job descriptions	May 2014-Sept 2016

Objective 2: After School/Extended Break			
Activities	Responsible Party	Deliverables	Timeframe
<p>4. Provide trainings to staff at the following number of afterschool / extended break sites who will conduct nutrition education obesity prevention intervention:</p> <ul style="list-style-type: none"> • FFY 2014: 14 afterschool / extended break sites • FFY 2015: 14 afterschool / extended break sites • FFY 2016: 14 afterschool / extended break sites <p>Afterschool / extended break leaders can apply training knowledge to the students. Some topics may including the following:</p> <ul style="list-style-type: none"> • Orientation to the <i>Network</i> program, The results of the school assessment and School Wellness Policy including information on new policies • Utilizing <i>Harvest of the Month</i> and Farmer of the Month materials in the classroom, after school program, parent education, and the cafeteria such as: posters, displays, Farm to School/<i>Harvest of the Month</i> workbooks etc. • Information on promotion of evidence based physical activity programs and how they can be linked with nutrition education, such as Sports, Play, and Active Recreation for Kids (SPARK), and Coordinated Approach to Child Health (CATCH). • Creating a healthy afterschool / extended break environments, such as healthy parties, not using food for rewards, modeling healthy eating behaviors etc. • Effective nutrition education resources and strategies including but not limited to: <i>Harvest of the Month</i>, <i>ReThink Your Drink</i>, <i>Children's PowerPlay! Campaign</i> materials, garden-based nutrition education, integrating physical activity, food safety, and how to conduct cooking lessons and food demonstrations. Model teaching strategies, lessons, and share best practices. <p style="text-align: right; font-size: small;">(DHS Objective 12, Activity 7)</p>	<p>Katie Welch/ Kevin Ross</p>	<p>Log of trainings conducted</p> <p>Training materials</p> <p>ATF</p>	<p>May 2014- Sept 2016</p>

Objective 2: After School/Extended Break			
Activities	Responsible Party	Deliverables	Timeframe
<p>5. Provide the following number of afterschool / extended break sites with Network approved lesson plans, posters, recipes, materials and food supplies to conduct nutrition education and tasting demonstrations for students at least six times per year. Contractor shall ensure staff meets required activities and report outcomes.</p> <ul style="list-style-type: none"> • FFY 2014: 14 afterschool / extended break sites • FFY 2015: 14 afterschool / extended break sites • FFY 2016: 14 afterschool / extended break sites <p><i>Note: All nutrition education materials, including curricula, must be approved by the Network prior to use and distribution. DHS staff will coordinate the approval process and will purchase educational materials, displays/models, and equipment for all contractors. DHS will also provide duplication and printing of materials, as needed.</i> (DHS Objective 12, Activity 5)</p>	Katie Welch/ Kevin Ross	List of materials provided with dates	May 2014- Sept 2016
<p>6. Annually, afterschool / extended break sites will conduct at least one (1) nutrition education and tasting demonstrations (at least 30-minutes each) for afterschool children:</p> <ul style="list-style-type: none"> • FFY 2014: 14 sites reaching a minimum of 700 children • FFY 2015: 14 sites reaching a minimum of 700 children • FFY 2016: 14 sites reaching a minimum of 700 children <p>As necessary, administer youth surveys to measure behavior change among afterschool youth. (DHS Objective 12, Activity 8 & Objective 11, Activity 2)</p>	Katie Welch/ Kevin Ross	List of Network-approved lesson plans and materials provided with dates	May 2014- Sept 2016
<p>7. Annually, coordinate the scheduling and location selection for at least <u>two</u> direct nutrition education classes (a minimum of 15-minutes per lesson) for parents of afterschool / extended break students at the sites listed in Activity 5.</p> <p>Partner with the SNAP-Ed Nutrition Education Contractor to recruit parents to attend one or both 15-minute direct nutrition education classes (which will be facilitated by the SNAP-Ed Nutrition Education Contractor). (DHS Objective 12, Activity 8 & Objective 6, Activity 5)</p>	Katie Welch/ Kevin Ross	Participant data cards Documentation of recruitment efforts (e.g. communication logs, Network-approved fliers)	May 2014- Sept 2016

Objective 2: After School/Extended Break			
Activities	Responsible Party	Deliverables	Timeframe
8. Attend the following number of afterschool / extended break events each year to inform and engage parents on afterschool / extended break nutrition education obesity prevention interventions and campaigns, and provide the results of the afterschool / extended break assessment: <ul style="list-style-type: none"> • FFY 2014: 14 afterschool / extended break events • FFY 2015: 14 afterschool / extended break events • FFY 2016: 14 afterschool / extended break events <p style="text-align: right;">(DHS Objective 12, Activity 9)</p>	Katie Welch/ Kevin Ross	Log of meetings and activities completed ATF	May 2014- Sept 2016
9. Set up a tracking system to collect data on the nutrition education obesity prevention interventions at each afterschool / extended break site. <p style="text-align: right;">(DHS Objective 12, Activity 8)</p>	Katie Welch/ Kevin Ross	Tracking tool Completed and submitted tracking tool	May 2014- June 2014
10. Annually, conduct a healthy assessment at the following number of afterschool / extended break sites applying assessment tools provided by the <i>Network</i> and compile a comprehensive report. <ul style="list-style-type: none"> • FFY 2014: 14 afterschool / extended break sites • FFY 2015: 14 afterschool / extended break sites • FFY 2016: 14 afterschool / extended break sites <p style="text-align: right;">(DHS Objective 12, Activity 6)</p>	Katie Welch/ Kevin Ross	Completed assessment Assessment report results	May 2014- Sept 2016
11. Provide technical support to the following number of afterschool / extended break sites on wellness policy updates that support the nutrition education obesity prevention messages: <ul style="list-style-type: none"> • FFY 2014: 14 afterschool / extended break sites • FFY 2015: 14 afterschool / extended break sites • FFY 2016: 14 afterschool / extended break sites <p style="text-align: right;">(DHS Objective 12, Activity 10)</p>	Katie Welch/ Kevin Ross	Log of Technical Support	May 2014- Sept 2016

Objective 2: After School/Extended Break			
Activities	Responsible Party	Deliverables	Timeframe
12. Conduct an evaluation of afterschool / extended break staff to determine the effectiveness of the trainings, resources and tools provided and applicable usage to classroom teaching assessing challenges, successes and soliciting topics for the next year's trainings. (DHS Objective 12, Activity 11)	Katie Welch/ Kevin Ross	Report on evaluation results	May 2014- Sept 2016

Exhibit B. Budget and Budget Justification

SNAP-Ed After School & Extended Break Contractor

May 2014 - September 30, 2014

PERSONNEL	Hourly Rate	Hrs	May-Sept 2014	Hrs	Oct 2014-Sept 2015	Hrs	Oct 2015-Sept 2016	Total
Katie Welch, Administrator/After School Coordinator, (Director of Program Services) - FFY14 (.7021FTE); FFY15 (.3567FTE); FFY16 (.3144FTE)	\$21.63	601	\$13,000	742	\$16,049	654	\$14,146	\$43,195
Kevin Ross, After School Assistant (Youth Impact Assistant) - FFY14 (.6577)	\$13.50	563	\$7,600	0	\$0	0	\$0	\$7,600
Personnel Subtotal			\$20,600		\$16,049		\$14,146	\$50,795
Fringe Benefits @	25%		\$5,150		\$4,012		\$3,537	\$12,699
TOTAL PERSONNEL			\$25,750		\$20,061		\$17,683	\$63,494
NON-PERSONNEL/OPERATING EXPENSES								
Office Supplies			\$15		\$0		\$0	\$15
Space Rent/Lease			\$2,635		\$1,659		\$1,462	\$5,756
Travel – Annual Network Conferences in Sacramento			\$132		\$132		\$132	\$396
Travel - Annual Local Implementing Agency Forum in Sacramento			\$0		\$349		\$349	\$698
Travel - Childhood Obesity Conference			\$0		\$1,172		\$0	\$1,172
Travel – Local Mileage	0.56	0	\$0	0	\$0	550	\$308	\$308
TOTAL TRAVEL			\$2,782		\$3,312		\$2,251	\$8,345
OTHER COSTS								
Food Demonstration/Taste Testing Supplies			\$700		\$700		\$700	\$2,100
TOTAL OTHER COSTS			\$700		\$700		\$700	\$2,100
TOTAL DIRECT COSTS (Personnel + Non-Personnel + Other Costs)			\$29,232		\$24,073		\$20,634	\$73,939
Indirect Costs %	16.31%		\$4,768		\$3,927		\$3,366	\$12,061
TOTAL BUDGET			\$34,000		\$28,000		\$24,000	\$86,000

SNAP-Ed Grant Budget Revisions and Line Item Adjustments

Subject to prior written notice under Article 12 (Method and Place of Giving Notice, Submitting Bills, and Making Payments), the Department of Health Services Division Director, or designee, may approve Line Item Budget Adjustment Requests and Budget Revision Requests so long as the total contract maximum set forth in Article 2 (Payment) neither increases nor decreases, and there is no significant change in the Scope of Work. Proposed transfers between budget sections or between line items require an approved Budget Revision Request if the total of the proposed changes is greater than 10% of the total contract amount for each budget year. Proposed budget transfers that total less than 10% of the total contract amount each budget year require an approved Line Item Budget Adjustment Request. Said Line Item Budget Adjustment Requests and Budget Revision Requests shall not require a formal amendment to this Agreement and shall be effected by preparation of a new exhibit which is signed and dated by the Department of Health Services Division Director, or designee.

Budget Justification
SNAP-Ed After School & Extended Break Contractor
May 2014 - September 30, 2014

PERSONNEL

Employee Name: Katie Welch
Position Title: Administrator/After School Coordinator
Official Title: Director of Program Services
FTE: .7021FTE (FFY14); .3567FTE (FFY15); .3144FTE (FFY16)
Position Description: Administer the nutrition education contract and budget, supervising nutrition education staff, attend nutrition education and scope of work related meetings, program planning and participating in the Regional collaborative. Coordinate contract reporting requirements. Plan and facilitate nutrition education activities for recreation programming, in after school setting for different age group children and teens; nutrition education for special events and workshops. Prepare instructional plans for youth camps and fieldtrips. Prepare instructional plans for nutrition activities, collect data related to nutrition education programming, prepare documentation for nutrition education contract; and helps prepare interim and final progress reports.

Employee Name: Kevin Ross
Position Title: After School Assistant
Official Title: Youth Impact Assistant
FTE: .6577FTE (FFY14)
Position Description: Plan and facilitate nutrition education activities for recreation programming, in after school setting for different age group children and teens; nutrition education for special events and workshops. Prepare instructional plans for youth camps and fieldtrips. Prepare instructional plans for nutrition activities, collect data related to nutrition education programming, prepare documentation for nutrition education contract; and helps prepare interim and final progress reports.

Fringe Benefits
The average fringe benefit percentage used for calculating the fringe benefit line is 25% of salaries.. Fringe Benefits include statutory benefits (i.e., Medicare, Social Security, Federal Unemployment Tax (FUTA), and Workers Compensation) as well as voluntary benefits (i.e., paid time off; retirement; life insurance, health & dental insurance, and short and long term disability insurance).

OPERATING EXPENSES

Office Supplies

Includes supplies such as pens, pencils, notepads, paper, toner, staples, or similar items needed for nutrition education and promotion activities. Also includes prorated costs associated with providing ergonomic equipment for project staff, such as ergo keyboards and wrist guards.

- FFY 2014: $\$2.21/\text{month} \times 5 \text{ months} \times 1.3598 = \15
- FFY 2015: \$0
- FFY 2016: \$0

Space Rent/Lease

Space is priced at \$1.55 per foot for 7,500 feet for a total of \$11,625/month. There are 30 full-time staff sharing the space. In FFY14, there are 2 staff working on the SNAP-Ed project for a total of 1.3598 FTE. In FFY15, there is 1 staff working on the SNAP-Ed project for a total of .3567FTE. In FFY16, there is 1 staff working on the SNAP-Ed project for a total of .3144FTE.

- FFY 2014: $(1.3598\text{FTE}/30\text{FTE}) \times \$11,625/\text{month} \times 5 \text{ months} = \$2,635$
- FFY 2015: $(.3567\text{FTE}/30\text{FTE}) \times \$11,625/\text{month} \times 12 \text{ months} = \$1,659$
- FFY 2016: $(.3144\text{FTE}/30\text{FTE}) \times \$11,625/\text{month} \times 12 \text{ months} = \$1,462$

TRAVEL

Travel – Annual SNAP-Ed Local Implementing Agency Forum

For After School Coordinator to attend the SNAP-Ed Local Implementing Agency Forum for up to 2 days in Sacramento. Mileage reimbursement rate is set at \$0.56/mile.

- FFY 2014: \$0
- FFY 2015: mileage (1 car x 200 miles RT x \$0.56 = \$112) + parking (2 days x \$20/day = \$40) + per diem (\$46/day x 2 days = \$92) + lodging (1 night x \$105 = \$105) = \$349
- FFY 2016: mileage (1 car x 200 miles RT x \$0.56 = \$112) + parking (2 days x \$20/day = \$40) + per diem (\$46/day x 2 days = \$92) + lodging (1 night x \$105 = \$105) = \$349

Travel – Annual Network Conferences in Sacramento

For After School Coordinator to attend the Annual Network Conferences in Sacramento. Mileage reimbursement rate is set at \$0.56/mile.

- FFY 2014: mileage (200 miles RT x \$0.56 = \$112) + parking (\$20 x 1 day= \$20) = \$132
- FFY 2015: mileage (200 miles RT x \$0.56 = \$112) + parking (\$20 x 1 day= \$20) = \$132
- FFY 2016: mileage (200 miles RT x \$0.56 = \$112) + parking (\$20 x 1 day= \$20) = \$132

Travel – Childhood Obesity Conference

For Administrator/After School Coordinator attend the Bi-Annual Childhood Obesity Conference in San Diego in FFY 2015 for up to four (4) days and four (4) nights.

- FFY 2014: \$0
- FFY 2015: Air Travel (\$303RT) + lodging (4 nights x \$90/night=\$360) + per diem(\$46/day x 4 days= \$184) + registration (\$325)= \$1,172
- FFY 2016: \$0

Travel – Mileage

Mileage for travel for staff to attend team meetings, local trainings, meeting with stakeholders, community forums, conduct site visits & TBD. Mileage reimbursement rate is set at \$0.56/mile.

- FFY 2014: \$0
- FFY 2015: \$0
- FFY 2016: 550 miles x \$0.56 = \$308

OTHER COSTS

Food Demonstration/Taste Testing Supplies

Program supplies (such as food, paper towels, napkins, cups, healthy food samples, measuring cups, etc.) for nutrition education tastings for youth at 14 after school sites

- FFY 2014: 14 tastings x 50 people/tasting x \$1/person = \$700
- FFY 2015: 14 tastings x 50 people/tasting x \$1/person = \$700
- FFY 2016: 14 tastings x 50 people/tasting x \$1/person = \$700

Exhibit C. Insurance Requirements

(Template 3)

With respect to performance of work under this Agreement, Contractor shall maintain and shall require all of its subcontractors, contractors, and other agents to maintain insurance as described below unless such insurance has been expressly waived by the attachment of a **Waiver of Insurance Requirements**. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

County reserves the right to review any and all of the required insurance policies and/or endorsements, but has no obligation to do so. Failure to demand evidence of full compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve Contractor from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.

1. Workers' Compensation and Employer's Liability Insurance

- a. Required if Contractor has employees.
- b. Workers' Compensation insurance with statutory limits as required by the Labor Code of the State of California.
- c. Employer's Liability with minimum limits of \$1,000,000 per Accident; \$1,000,000 Disease per employee; \$1,000,000 Disease per policy.
- d. **Required Evidence of Insurance:** Certificate of Insurance.
- e. If Contractor currently has no employees, Contractor agrees to obtain the above-specified Workers' Compensation and Employer's Liability insurance should any employees be engaged during the term of this Agreement or any extensions of the term.

2. General Liability Insurance

- a. Commercial General Liability Insurance on a standard occurrence form, no less broad than Insurance Services Office (ISO) Form CG 00 01.
- b. Minimum Limits: \$1,000,000 per Occurrence; \$2,000,000 General Aggregate; \$2,000,000 Products/Completed Operations Aggregate. The required limits may be provided by a combination of General Liability Insurance and Commercial Umbrella Liability Insurance. If Contractor maintains higher limits than the specified minimum limits, County requires and shall be entitled to coverage for the higher limits maintained by Contractor.
- c. Any deductible or self-insured retention shall be shown on the Certificate of Insurance. If the deductible or self-insured retention exceeds \$25,000, it must be approved in advance by County. Contractor is responsible for any deductible or self-insured retention and shall fund it upon County's written request, regardless of whether Contractor has a claim against the insurance or is named as a party in any action involving the County.

-
- d. **County of Sonoma, its Officers, Agents, and Employees** shall be additional insureds for liability arising out of operations by or on behalf of the Contractor in the performance of this Agreement.
 - e. The insurance provided to the additional insureds shall be primary to, and non-contributory with, any insurance or self-insurance program maintained by them.
 - f. The policy definition of "insured contract" shall include assumptions of liability arising out of both ongoing operations and the products-completed operations hazard (broad-form contractual liability coverage, including the "f" definition of insured contract in ISO Form CG 00 01, or equivalent).
 - g. The policy shall cover inter-insured suits between the additional insureds and Contractor and include a "separation of insureds" or "severability" clause which treats each insured separately.
 - h. **Required Evidence of Insurance**
 - i. Copy of the additional insured endorsement or policy language granting additional insured status; and
 - ii. Certificate of Insurance.
3. Automobile Liability Insurance
- a. Minimum Limits: \$1,000,000 combined single limit per accident.
 - b. Insurance shall apply to all owned autos. If Contractor currently owns no autos, Contractor agrees to obtain such insurance should any autos be acquired during the term of this Agreement or any extensions of the term.
 - c. Insurance shall apply to hired and non-owned autos.
 - d. **Required Evidence of Insurance:** Certificate of Insurance.
4. Standards for Insurance Companies
- Insurers, other than the California State Compensation Insurance Fund, shall have an A.M. Best's rating of at least A:VII.
5. Documentation
- a. All required Evidence of Insurance shall be submitted prior to the execution of this Agreement. Contractor agrees to maintain current Evidence of Insurance on file with County for the entire term of this Agreement and any additional periods if specified in this exhibit's Sections 1, 2, or 3.
 - b. The name and address for **Additional Insured** endorsements and Certificates of Insurance is:

**County of Sonoma (DHS)
Contract & Board Item Development Unit
3313 Chanate Road
Santa Rosa CA 95404**
-

- c. Required Evidence of Insurance shall be submitted for any renewal or replacement of a policy that already exists at least 10 days before expiration or other termination of the existing policy.
- d. Contractor shall provide immediate written notice if: (1) any of the required insurance policies are terminated; (2) the limits of any of the required policies are reduced; or (3) the deductible or self-insured retention is increased.
- e. Upon written request, certified copies of required insurance policies must be provided within 30 days.

6. Policy Obligations

Contractor's indemnity and other obligations shall not be limited by the foregoing insurance requirements.

7. Material Breach

If Contractor fails to maintain insurance which is required pursuant to this Agreement, this failure shall be deemed a material breach of this Agreement. County, at its sole option, may terminate this Agreement and obtain damages from Contractor resulting from said breach. Alternatively, County may purchase the required insurance, and without further notice to Contractor, County may deduct from sums due to Contractor any premium costs advanced by County for such insurance. These remedies shall be in addition to any other remedies available to County.



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 15
(This Section for use by Clerk of the Board Only.)

To: Sonoma County Board of Supervisors
Sonoma County Water Agency Board of Directors
Sonoma County Agricultural Preservation and Open Space District, Board of Directors
Community Development Commission
Northern Sonoma County Air Pollution Control District

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Human Resources

Staff Name and Phone Number:

Marcia Chadbourne, 707-565-2473

Supervisorial District(s):

All

Title: Amendment to Agreement with P & A Group for Flexible Spending Account Services

Recommended Actions:

Authorize the Director of Human Resources to execute an amendment to the fee based Agreement with P & A Group to provide Medical and Dependent Care Flexible Spending Account (FSA) Administration Services amounting to approximately \$25,200 annually for the term 1/1/2014 through 5/31/2016.

Executive Summary:

The recommended action amends the current agreement with P & A Group to provide Medical and Dependent Care Flexible Spending Account (FSA) services, in addition to Health Reimbursement Arrangement (HRA) services which The P & A currently provides to the County, previously authorized by your Board on May 21, 2013.

The County of Sonoma has provided a Retiree Health Reimbursement Arrangement (HRA) since 2009, following changes to retiree medical benefits provided to employees hired after January 1, 2009. Over the last five years, the HRA was been expanded to include lump sum contributions provided through Board approved Voluntary Separation Incentive Programs and more recently, an Active HRA was established as authorized by the Board during labor negotiations.

The P & A Group was previously selected through a Request for Proposal process conducted in 2012-13, in anticipation of expanding the Retiree HRA and adding an Active HRA for employee groups. The P&A Group was selected from a field of 11 national providers and on May 21, 2013, your Board authorized the Director of Human Resources to execute an initial three year agreement with P & A for HRA services for a term June 1, 2013 through May 31, 2015.

Services provided by P & A during the transition from the former HRA administrator were very good and implementation of the new Active HRA which became effective June 1, 2013, has gone well, considering this was a new benefit program which was unfamiliar to County employees. The P & A Group conducted extensive customer outreach, and with robust on-line access to direct information and services, and implementation of an electronic point-of-service debit card, employees have provided good feedback and strong support of all services provided by P & A.

Given the scope of payroll support services offered by The P & A group, as well as the successful transition of the Retiree HRA and expansion to Active HRA services, County administrative staff in the Human Resources-Benefits Unit and the Payroll Division of the Auditor-Controller, Treasurer Tax-Collector's Office determined County employees would be best served by transferring FSA administration from the Payroll Division to P & A. The P & A Group agreed to provide FSA services at the same monthly fee as it currently charges to provide HRA services for active employees. The transition occurred during the last quarter of 2013 with P & A staff conducting FSA Open Enrollment meetings countywide, and effective January 1, 2014, has provided comprehensive FSA administrative services for the 2014 Plan Year. All residual FSA administration to close out the 2013 Plan Year is being done by the Payroll Division.

While the FSA transition has gone very well, and employees have indicated their satisfaction with the ease of administration and services provided by P & A, it was determined that agreement should be formally amended to reflect provision of these additional FSA services.

Fees for administration of the County HRA plans are outlined in the table below. The P&A Group has agreed to provide FSA services at the same monthly rates as is charges for HRA services, and those additional fees are outlined in the table below.

P&A Group – Fees for HRA and FSA Administration Services			
Plan	Participant/Account Access	Participant/Month Plan Only	
Retiree HRA	Active (Former Employees/ Retirees over age 50)	\$4.40	Existing service
Retiree HRA	Inactive (Post 2009-Current Employees)	\$2.40	Existing service
Employee HRA	Active (All current employees-Pre and post 2009)	\$3.40	Existing service
Employee Medical/Dependent Care FSA	Active All current employees	\$2.80	New service as of 1/1/2014

Currently, there are approximately 2,100 employees who receive the recently negotiated Active HRA contribution and participate in the Active HRA Plan. There are approximately 485 employees who were hired after 1/1/2009 and receive a contribution into the Retiree HRA (retiree medical), and there are approximately 60 former employees for whom a Retiree HRA contribution was made but who either retired or are no longer working for the County.

For the 2014 FSA Plan year, there are 783 active employees who make a contribution into the FSA and the total amount of FSA contributions for Calendar year 2014 is \$714,000.

Monthly fees for both HRA and FSA administration include all administrative services, including debit cards, communication materials, bank fees, electronic statements, postage, forms, 800 customer service number, and there were no first year set up fees charged by the P & A Group.

Based upon the above discussion, it is recommended to authorize the Director of Human Resources to amend the current agreement with P&A Group to add Flexible Spending Account administration at the above monthly participation rates, for the term January 1, 2014 through May 31, 2016.

Prior Board Actions:

- 02-22-2009 Approved an initial HRA Plan Document for Future Retirees
- 10-27-2009 Approved contract with FBMC to provide HRA administration
- 05-13-2013 Approved initial agreement with The P & A Group for HRA Administration

Strategic Plan Alignment Goal 3: Invest in the Future

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 127,200	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 127,200
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 127,200	Total Sources	\$ 127,200

Narrative Explanation of Fiscal Impacts (If Required):

Current fees for HRA administration have been approximately \$8,500 per month (\$102,000 annually). FSA administration for medical and dependent care program costs will be approximately \$2,100 per month, for an annual \$25,200, thus total annual costs for all services will be approximately \$127,200. There are sufficient appropriations in the current years' budget to cover these expenses.

Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
N/A			
Attachments:			
N/A			
Related Items “On File” with the Clerk of the Board:			
<ol style="list-style-type: none"> 1) Initial Agreement with P&A Group for HRA services. 2) Amendment to Agreement with P&A Group adding FSA Services. 			



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 16
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Information Systems Department

Staff Name and Phone Number:

Alicia Ceniceroy – 565-6031

Supervisorial District(s):

Countywide

Title: Records and Reprographics Operational and Management Study Contract

Recommended Actions:

Authorize the Information Systems Department Director to execute a services agreement with Matrix Consulting Group to provide an operational and management study for the Records and Reprographics divisions of the Information Systems Department effective May 13, 2014 through April 30, 2015, for an amount not to exceed \$44,000.

Executive Summary:

The Information Systems Department is working to better align services for delivering information management technologies. Records systems continue to progress beyond traditional paper based formats and ISD needs to realign some services to better reflect growing needs for supporting and delivering electronic content. This area encompasses Records management and EDMS (enterprise document management systems) as well as their final delivery mechanisms whether it be electronic, web based or print. As part of the realignment and in an effort to provide excellent yet cost effective services to our customers, ISD issued a Request for Proposals to perform an operational and management study of the Records and Reprographics divisions. The County's Records Management Center provides services including records storage, barcoded mailing, courier, and professional support for retention schedules and storage processes. The County's Reprographics Center is a print shop which provides a variety of printing and copying services as well as graphic design services. These business units are managed by the Information Systems Department (ISD) and services are provided to all County departments and some outside jurisdictions.

Changes in technology and County department needs, as well as reduced staffing and general fund support, have had a significant impact on these services in recent years. Although these changes have been closely monitored by management at ISD, these business units do not recover costs to provide services. ISD, with direction from the County Administrator's Office, proposes a study of these two internal services by an outside consultant. ISD is interested not only in providing services in the best way for our customers, but also in determining the correct mix of services that will be most beneficial to the county while saving money. To that effect, the management study will assess the core services provided,

organizational structure, potential for cost recovery, and operational processes. The study will include interviews with management, staff and customers, review of operations, core services, finances, benchmarking against similar public entities and industry best practices, and a final report including analysis and recommendations. The final report and recommendations will be presented to the Board of Supervisors.

The request for proposal was issued January 31, 2014 for a study assessing the operations of these two units. Nine (9) vendors responded to the Request for Proposals. After screening for qualifications and compliance with the Request for Proposals guidelines, two vendors were interviewed by the selection committee of staff from ISD and City of Santa Rosa. Matrix Consulting Group was selected based on their significant experience with providing similar services to a wide variety of public entities similar to the County, as well as having the most cost effective proposal. Matrix Consulting Group is located in Mountain View, CA and has clients nationwide. All staff have 10-30 years of consulting experience and the firm has an eighty-five percent implementation rate of recommendations. They have conducted over 750 projects for local and state government agencies including information technology departments, print shop functions, records management and comprehensive reviews and redesign of full city services.

The proposed contract is for \$44,000 including a fixed amount of \$29,000 for the study and final report of recommendations. The contract includes a contingency option of an additional \$15,000 to facilitate recommendations initiated by the Information Systems Department and approved by the Department Director.

Prior Board Actions:

None

Strategic Plan Alignment Goal 3: Invest in the Future

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 44,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 44,000
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 44,000	Total Sources	\$ 44,000

Narrative Explanation of Fiscal Impacts (If Required):

Funding is budgeted in FY13-14. Encumbered contract expenditures are anticipated to continue in FY14-15.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

None

Related Items "On File" with the Clerk of the Board:

Proposed Agreement between County of Sonoma and Matrix Consulting Group



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 17
(This Section for use by Clerk of the Board Only.)

To: Sonoma County Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: 4/5

Department or Agency Name(s): Permit and Resource Management Department

Staff Name and Phone Number:

Rosalind Girard 565.3418

Supervisorial District(s):

Fifth

Title: An Ordinance No. 3836R Permit and Permit Extensions for Russian River Recreation and Park District; ROI14-0004

Recommended Actions:

Adopt a resolution issuing a roiling permit (Ordinance No. 3836R) and necessary permit extensions to Russian River Recreation and Park District for the recreation dam installation, maintenance and removal at Johnson's and Vacation Beaches (Russian River) in the town of Guerneville.

Executive Summary:

Section VIII of Ordinance No. 3836R requires that an application for a permit be filed with the Board of Supervisors prior to the performance of certain prescribed work or operations in a river, stream or channel which may decrease the clarity of these waterways.

Concurrent Resolution No. 88-1220 of the Board of Supervisors requires that applications for permits describe the work or operations to be done, the purpose of the work or operations, the manner in which the work or operations will be carried out, and the time within which the work or operations will be completed. Pursuant to the Resolution, applications must be accompanied by a copy of the agreement required by Section 1601 et seq. of the California Fish and Wildlife Code and water discharge permits applicable to the work or operations, if any, pursuant to the Porter-Cologne Water Quality Control Act. Applications by public agencies must also be accompanied by evidence of compliance with the California Environmental Quality Act.

The application submitted by Russian River Recreation and Park District complies with the requirements of the 3836R Ordinance. The applicant represents that no significant residual impacts affecting water clarity of the Russian River will result. The applicant proposes to install and remove recreational dams at Johnson's Beach in Guerneville and at Vacation Beach, downstream of Guerneville on the Russian River. It should be noted that the work described in the application has been performed in accordance with permit requirements in past years. The work is proposed to commence no earlier than May 15 and is scheduled to be completed by October 15, 2014.

As described in the application and as demonstrated in practice in previous permitting periods, the work will likely require greater than 30 days to complete. To accomplish this, the permit may be extended for additional 30-day periods if such permit period extensions are approved by the Board of Supervisors as requested in this agenda item. The Director of PRMD shall confirm the need for each permit extension immediately prior to the expiration of the current permit period to ensure that the work is not yet completed and an additional 30-day period extension is necessary. Four 30-day extensions may be required.

The 3836R permit and 30-day extensions require a 4/5 approval vote by the Board according to the requirements of the 1988 ballot measure creating the 3836R Ordinance.

Prior Board Actions:

015/07/2013: Board adopted Resolution Number 13-0178 issuing permit and permit extensions to Russian River Recreation and Park District for annual beach grooming and dam maintenance.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

The permit will allow the Russian River Recreation and Park District to properly maintain the beaches, and the flashboard dams at Johnson’s and Vacation Beaches on the Russian River promoting safe public summer recreation.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):

n/a

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):			
n/a			
Attachments:			
<ul style="list-style-type: none"> A. Draft Board of Supervisors Resolution B. Application C. Location Map 			
Related Items "On File" with the Clerk of the Board:			
Application Packet			



County of Sonoma
State of California

Exhibit A

Date: May 13, 2014

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California, Issuing A Permit And Permit Extensions Pursuant To Section VIII Of Ordinance No. 3836R Of The County Of Sonoma To Russian River Recreation And Park District For Beach Grooming And Installation And Removal Of Summer Dams On The Russian River Near The Town Of Guerneville.

Whereas, Section VIII of Ordinance No. 3836R requires that an application for a permit be filed with the Board of Supervisors prior to the performance of certain prescribed work or operations in a river, stream, or channel which may decrease the clarity of a river or stream; and

Whereas, an application was filed by Russian River Recreation and Park District for an Ordinance No. 3836R permit for recreational dam installation, maintenance and removal on the Russian River, at the Permit and Resource Management Department in the manner prescribed by Resolution No. 88-1220 as amended by Resolution No. 89-0746 of the Board of Supervisors; and

Whereas, the Board of Supervisors has reviewed said application; and

Whereas, the work requires greater than 30 days to complete, as described in the application and demonstrated in practice in past years; and

Whereas, the requirements of section VIII of the Sonoma County Code include a restriction to perform permitted activities within a period of 30 days, except that additional 30-day permit periods may be granted by the Board of Supervisors, and a requirement that all approval votes be by a 4/5th majority of the Board of Supervisors.

Now, Therefore, Be It Resolved

1. That the Board of Supervisors finds and determines that the work and operations described on said application is necessary and that the work and operations will be performed in a manner which will not unreasonably decrease the clarity of the waters of the rivers or streams of the County of Sonoma;
2. That a permit is hereby granted to applicant to perform the work and operations described in the aforementioned application;
3. That permit extensions are hereby granted to the applicant to perform the work described herein for additional 30-day periods commencing on June 14, 2014 subject to the Director of PRMD confirming the need for the permit extension

immediately prior to the expiration of the permit period;

4. That the work and operations shall be performed in the manner described in the application and in accordance with the terms and conditions of any applicable agreement required by Section 1601 et seq. of the California Fish and Wildlife Code, any applicable waste discharge permit issued pursuant to the Porter-Cologne Water Quality Control Act (commencing at Section 13000 of the California Water Code), and Chapter 26A of the Sonoma County Code and any plans adopted pursuant thereto;

Be It Further Resolved that the permit and permit extensions are hereby granted to the applicant pursuant to Section 25526.6 of the Government Code.

Supervisors:

Gorin:	Zane:	McGuire:	Carrillo:	Rabbitt:
Ayes:	Noes:	Absent:	Abstain:	

So Ordered.

Roiling Permit Application

DRN-003

The Board of Supervisors approves all roiling permits under Section VIII of the Water Clarity Ordinance of the County of Sonoma, Ordinance No. 3836R (Chapter 23 of the Sonoma County Code).

A complete application must be submitted to the Permit and Resource Management Department a minimum of eight weeks before the start of project.

Applicant Owner Architect \ Engineer

Project Site Information

RUSSIAN RIVER RECREATION & PARK DISTRICT

JOHNSON'S BEACH & VACATION BEACH

Name

Address(es)

PO BOX 195

GUERNEVILLE, CA 95446

Mailing Address

City/Town

GUERNEVILLE

CA 95446

070-040-020;023;048 & 071-250-003;030;032

City/Town

State/Zip

707-869-9184

707-869-9184

Assessor's Parcel Number(s)

Phone

Fax

MAY 15, 2014

River or Stream Name

OCTOBER 15, 2014

Work start date

Estimated completion date

Signature

MARCH 5, 2014

Date

Types of work (check one):

- To protect riparian property adjacent to a river or stream.
- To construct recreational dams.
- To perform construction work on riparian property, the nature of which may decrease the clarity of the waters of the river or stream.
- To construct temporary bridges, dikes, dams and settling ponds in connection with mining operations, or for agricultural uses.

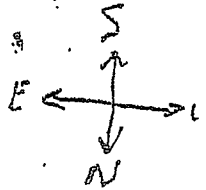
Application Requirements:

- A. A detailed statement describing the work or operations to be done and the manner in which they will be carried out to avoid unreasonably decreasing the clarity of the river or stream, including any proposed monitoring or mitigation measures.
- B. A location/vicinity map (8 ½ in. X 11 in.) showing where the project is located in relation to nearby lots, streets, highways and/or major natural features (e.g., locator maps & road maps).
- C. A copy of the Fish and Game permit or waiver.
- N/A D. A copy of the Army Corps of Engineers permit for this project, if required.
- N/A E. A copy of the California Regional Water Quality Control Board water quality certification, if required.
- F. A copy of the last roiling permit, if any.
- G. A check payable to "PRMD" (see current fee schedule). This fee includes any requested extensions for the calendar year.
- H. A copy of the California Environmental Quality Act (CEQA) document.
- N/A I. A copy of any approved County permit conditions (e.g. mining approval).

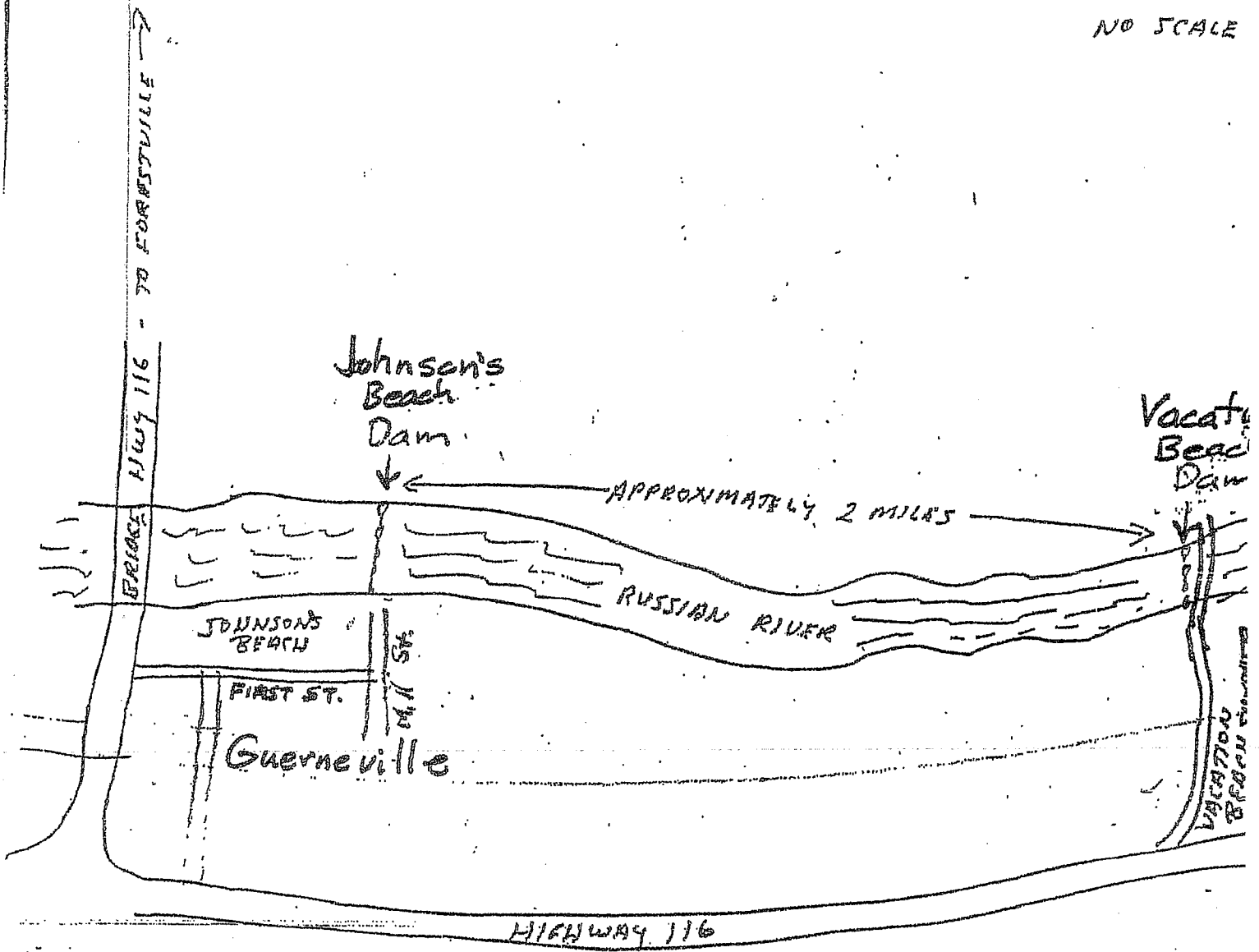
Sonoma County Permit and Resource Management Department

2550 Ventura Avenue ❖ Santa Rosa, CA ❖ 95403-2829 ❖ (707) 565-1900 ❖ Fax (707) 565-1103

SUMMER DAMS
RUSSIAN RIVER RECREATION
AND PARK



NO SCALE



(B)



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 18
(This Section for use by Clerk of the Board Only.)

To: Sonoma County Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Permit and Resource Management Department (PRMD)

Staff Name and Phone Number:

DeWayne Starnes 565-1146

Supervisorial District(s):

Countywide

Title: Building Inspection Services Contract

Recommended Actions:

Authorize the Chair to execute the third amendment to an agreement with Phillips Seabrook Associates, for building plan check and inspection services, increasing the contract by \$232,550, resulting in new not-to-exceed agreement total of \$510,000, for the period of June 1, 2013 to October 30, 2014.

Executive Summary:

Philips Seabrook Associates (PSA) provides specific building inspection and plan check services to government jurisdictions. While these services are typically provided by Permit and Resource Management (PRMD) staff, during peak activity and periods of low staffing consultants are used to assist PRMD in meeting turn-around time goals established by the Board for both plan check and inspection. PSA is one of only two local consultants that perform these services; PRMD contracts with both firms.

This new amendment is needed to mitigate a series of unanticipated staffing vacancies. Two FTE positions in the Building & Safety Division have been vacant for six months through two separate recruitments. Additionally, one FTE position in the plan check section has been vacant for four months which was subsequently filled April 15, 2014. These unanticipated vacancies have created an urgent situation with respect to the current contract, which will be fully expended by the end of May, and our ability to maintain our established turn-around time goals. We have just completed a recruitment, and we are hopeful that both of these vacancies will be filled before the end of the fiscal year.

The original contract was approved by the Purchasing Agent on June 1, 2013 to help with summertime peak inspection and plan check workloads. The first amendment was approved by the Board on August 6, 2013 and the second amendment was approved on October 22, 2013, both of these amended agreements were to mitigate unanticipated staffing vacancies and workload associated with large construction projects such as the Sutter Medical Office Building and Ag Credit Building.

This amendment will provide for any and all inspection and plan check needs through October 30, 2014,

which is the term of this agreement. The recruitment process for two FTE building inspectors is complete and we have qualified candidates and expect to fill these vacancies before the end of the fiscal year.

Prior Board Actions:

October 22, 2013: Second Amendment to contract,
 August 6, 2013: First Amendment to Contract

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community

Plan check and inspection for projects to be constructed in conformance with current model codes helps to insure fire and life safety of structures in the built community.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 232,500		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 232,500
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):

The additional \$232,550 contract expenditure will be partially offset by added salary savings associated with the prolonged vacancies noted above. The balance will be covered by a general increase in projected FY 13-14 and FY 14-15 Building Permits revenue. Additional revenue related to the scope of work described in the contract is also expected. This includes revenue from completed inspections, plan check, and other chargeable services that are specifically associated with this amendment.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

Related Items "On File" with the Clerk of the Board:

Copy of Original Contract, and Copy of First and Second Amendment to Original Contract
4 Copies Original 3rd Amendment Contract for signature



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 19
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Sheriff's Office

Staff Name and Phone Number:

Marta Peavey 565-3928

Supervisorial District(s):

All

Title: Warm Springs Dam Law Enforcement Services 2014 Contract

Recommended Actions:

Authorize the Sheriff to execute the 2014 law enforcement services contract for the Warm Springs Dam area with the U.S. Army Corps of Engineers in the amount of \$100,656.42 for the term May 16, 2014 through September 28, 2014, and make any revisions to the documents that do not substantially change the content, upon approval of County Counsel.

Executive Summary:

Since 1985 when Lake Sonoma opened, the Sheriff's Office Marine Unit has budgeted and provided a baseline level of service for the Warm Springs Dam area. The Warm Springs Dam area is the busiest waterway with the most calls for service, the most accidents, and the most law enforcement contacts of all the County waterways.

The U.S. Army Corps of Engineers (USACE) has reimbursed the Sonoma County Sheriff's Office for a portion of the law enforcement services provided on Lake Sonoma during the active summer months since 1985. In addition to the reimbursement provided in the contract, USACE provides the Marine Unit with an office to use as a substation, a storage container, and docking spaces on the lake for the Unit's vessels and personal water crafts (PWCs).

The Sheriff's Office has received the proposed contract from USACE that covers the period from May 16, 2014 through September 28, 2014. The amount available for reimbursement to the County for the provision of these law enforcement services is \$100,656.42.

The contract allows for the reimbursement of one Sheriff's deputy for up to 620 regular deputy hours, 40 overtime deputy hours, 24 holiday deputy hours, and 166 sergeant hours of service. In addition, reimbursable expenses include the cost of one patrol vehicle for 62 days of the contract, mileage, County-wide overhead, and Sheriff's Office overhead. The services and associated reimbursement revenue are included in the Sheriff's Office adopted FY 13-14 and recommended FY 14-15 budgets.

The Sheriff's Office is legally responsible for providing law enforcement services to the County's waterways regardless of federal reimbursement. If the contract is not approved, the County will forego funding

reimbursement for up to \$100,656.42 for the provisions of law enforcement services at Warm Springs Dam Lake Sonoma.

Prior Board Actions:

The Board of Supervisors has approved the U.S. Army Corps of Engineers law enforcement services contract since 1985.

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community

Entering into a law enforcement services contract with the U.S. Army Corps of Engineers will allow the Sheriff's Office to ensure that boating activities at Lake Sonoma are safe during the busy summer season.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 35,173		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 35,173
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 35,173	Total Sources	\$ 35,173

Narrative Explanation of Fiscal Impacts (If Required):

The approximate cost of providing the summer 2014 contract services is \$35,173 for the remainder of FY 13-14 and \$65,156 for the first quarter of FY 14-15. FY 13-14 expenditures and revenue are included in the Sheriff's Office adopted budget, and FY 14-15 expenditures and revenue are included in the Sheriff's Office recommended budget. The contract will reimburse actual expenditures up to \$100,656.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

Related Items “On File” with the Clerk of the Board:

Warm Springs Dam Law Enforcement Services Contract W912P7-14-P-0016 for 2014.



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 20
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Sheriff's Office

Staff Name and Phone Number:

Marta Peavey 565-3928

Supervisorial District(s):

All

Title: Department of Parks and Recreation, Division of Boating and Waterways FY 2014-2015 Grant Contract.

Recommended Actions:

Adopt a resolution approving the State of California Boating Safety and Enforcement Financial Aid Program Contract for FY 14-15 in the amount of \$513,899 for the provision of law enforcement services on various waterways in Sonoma County and authorizing the Sheriff to execute the contract and make any revisions or amendments thereto that do not substantially change the content thereof, upon approval of County Counsel.

Executive Summary:

The Sonoma County Sheriff's Office has applied for and received grant funds from the California Department of Parks and Recreation, Division of Boating and Waterways (DBW) since 1985. The grant offsets over half of the costs associated with providing law enforcement services on the waterways of Sonoma County which include: Lake Sonoma, Bodega Bay, San Pablo Bay, Petaluma River, Russian River and the Sonoma County coastline.

The FY 14-15 Marine Unit requested budget includes \$871,253 in expenditures. The program costs include two deputy sheriff positions, one sergeant position, the operations and maintenance of patrol vessels and vehicles, training, and miscellaneous boating supplies and equipment. The Sheriff's Office is the law enforcement agency responsible for monitoring and responding to calls for service in all waterways in Sonoma County. Funding from this grant source assists the Sheriff's Office in meeting their law enforcement obligations.

The Sheriff's Office has submitted its annual grant application to the DBW. The maximum eligible for the Sonoma County program is \$634,104 for FY 14-15 based upon the estimated expenditures (\$871,253), less boat tax (\$110,899), contract revenues (\$100,000), and ineligible costs (\$26,250). Ineligible costs of \$26,250 include weapons, uniforms, general training, and some maintenance.

DBW approved funding of \$513,899 for the FY 14-15 contract, which is the same amount awarded in FY

13-14. DBW has forwarded the Boating Safety and Enforcement Financial Aid Program annual contract for execution by the County. If the County does not apply for or accept the grant funding the General Fund cost of the program would increase or reductions to the program would be required. The Sheriff's Office is legally responsible for providing law enforcement services to the County's waterways regardless of participation in the DBW aid program. If the Sheriff's Marine Unit were reduced, the Sheriff's Office will no longer have the ability to provide proactive marine enforcement and will be limited to responding to calls for service only.

Prior Board Actions:

Boating and Waterways grant contracts have been approved annually since 1985.

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community

The DBW funded program will augment the efforts of the Sheriff's Marine Unit, which patrols all major waterways in Sonoma County.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 513,899		\$
Add Appropriations Req'd.	\$	State/Federal	\$ 513,899
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 513,899	Total Sources	\$ 513,899

Narrative Explanation of Fiscal Impacts (If Required):

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

Resolution approving the Boating Safety and Enforcement Financial Aid Program Contract for FY 2014-2015 in the amount of \$513,899 and authorizing the Sheriff to execute the contract and make any revisions or amendments thereto that do not substantially change the content, upon approval of County Counsel.

Related Items "On File" with the Clerk of the Board:

FY 2014-2015 Boating and Waterways Grant Contract



County of Sonoma
State of California

Date: May 13, 2014

Item Number: _____

Resolution Number: _____

4/5 Vote Required

Resolution Of The Board Of Supervisors Of The County of Sonoma, State Of California, Approving The California Department of Parks and Recreation, Division of Boating and Waterways' Boating Safety And Enforcement Financial Aid Program Contract For FY 2014-2015 In The Amount Of \$513,899 And Authorizing Amendments Thereto That Do Not Substantially Change The Content Thereof, Upon Approval Of County Counsel.

Whereas, the Sheriff-Coroner is required to provide law enforcement services on Sonoma County waterways; and

Whereas, the California Division of Boating and Waterways has a boating and enforcement aid program; and

Whereas, the Sheriff's Office has received funding from the California Division of Boating and Waterways under its boating safety and enforcement program since 1985; and

Whereas, the Sheriff-Coroner recommends that the County continue to participate in the program and has applied for grant funding for FY 2014-2015 to the California Division of Boating and Waterways; and

Whereas, the California Division of Boating and Waterways has approved the grant application for FY 2014-2015 and has forwarded a contract to the Sonoma County Sheriff's Office.

Now, Therefore, Be It Resolved by the Board of Supervisors that the Sheriff is authorized to execute the California Department of Parks and Recreation, Division of Boating and Waterways' Boating and Safety and Enforcement Financial Aid Program Annual Contract for the FY 2014-2015 in the amount of \$513,899 on behalf of the County, and make any revisions or amendments that do not substantially change the content, upon approval of County Counsel.

Supervisors:

Gorin:

Zane:

McGuire:

Carrillo:

Rabbitt:

Ayes:

Noes:

Absent:

Abstain:

So Ordered.



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 21
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Transportation and Public Works

Staff Name and Phone Number:

Susan Klassen (707) 565-2231

Supervisorial District(s):

Fifth District

Title: Doran Beach Road (#61002) Speed Limit Reduction – Adopt

Recommended Actions:

Adopt an ordinance establishing a 20 mile per hour speed limit on Doran Beach Road (#61002) between the Regional Parks kiosk (MP 10.41) to its westerly terminus (MP 10.00).

Executive Summary:

Staff from both Transportation and Public Works and Regional Parks have been working closely together to identify and address speeding and pedestrian concerns on Doran Beach Road within Doran Beach Regional Park. Some of the recommendations have resulted in adding pedestrian crossing signs at each of the three camping circles and reflective raised pavement markers along the road centerline.

Based on field observations by the Transportation and Public Works, Regional Park and California Highway Patrol, a reduced speed limit consistent with other interior Regional, State and Federal park roads is appropriate due to the very heavy day and overnight use by vehicles, bicyclists and pedestrians. With parking facilities, restrooms, dog run areas and campsites existing on both sides of the 20 foot wide road, a high level of on-street activity and crossing is very common.

In that regard, Transportation and Public Works, in partnership with Regional Parks, is requesting that the Board adopt an ordinance pursuant to California Vehicle Code Section 22358.3 establishing a 20 mile per hour speed limit on the portion of Doran Beach Road (#61002) between the Regional Parks kiosk (MP 10.41) and its westerly terminus (MP 10.00).

Prior Board Actions:

05/06/14: The board adopted a Resolution introducing, reading the title of, and waiving further reading of a proposed Ordinance establishing the reduction of speed on Doran Beach Road (#61002).

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community

Due to the incredible popularity of Doran Beach Regional Park, it seems appropriate to establish a lower speed limit that is more conducive to the high level of bicycle and pedestrian activity on this narrow park

road.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 500.00		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 500.00
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 500.00	Total Sources	\$ 500.00

Narrative Explanation of Fiscal Impacts (If Required):

There are adequate funds to replace the new speed limit signs with the TPW operating budget.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

1. Ordinance
2. Location Map

Related Items "On File" with the Clerk of the Board:

None.

ORDINANCE NO. _____

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, ESTABLISHING THE REDUCTION OF SPEED ON DORAN BEACH ROAD AND AMENDING SONOMA COUNTY ORDINANCE NO. 664.

THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, ORDAINS AS FOLLOWS:

SECTION I:

Pursuant to the authority provided by California Vehicle Code Section 22358.3, the Board of Supervisors hereby determines, on the basis of an Engineering and Traffic Survey completed in compliance with the requirements set forth in California Vehicle Code Section 627 that it is in the interest of public safety that the speed limit along portions of Doran Beach Road shall be established as set forth in Section II.

Section II

Subsection 5 is hereby added to Section III of Sonoma County Ordinance No. 664 (said section establishes a prima facie speed limit of 20 miles per hour on certain highways in the County of Sonoma) to read:

Doran Beach Road (#61002) from the Regional Parks kiosk (MP 10.41) to its westerly terminus (MP 10.00).

Section III

The Board of Supervisors finds and determines that this ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the State CEQA Guidelines because it can be seen with certainty that there is no possibility that the ordinance may have significant effect on the environment. The Director of Transportation and Public Works is directed to file a notice of determination that this ordinance is exempt from CEQA and the State CEQA Guidelines.

Section IV

This Ordinance shall be, and the same is hereby declared to be in full force and effect from and after thirty (30) days after its passage, and shall be published once before the expiration of fifteen (15) days after said passage, with the names of the Supervisors voting for or against the same, in a newspaper of general circulation published in the County of Sonoma, State of California.

Section V

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The Board of Supervisors hereby declares that it would have passed this Ordinance and every section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, clauses or phrases be declared unconstitutional or invalid.

This Ordinance shall not be codified.

In regular session of the Board of Supervisors of the county of Sonoma introduced on the ____ day of ____ 201__, and finally passed and adopted on this ____ day of ____ 201__, on a regular roll call of the members of said Board by the following vote:

SUPERVISORS:

Gorin____ Zane____ McGuire____ Carrillo____ Rabbitt____

Ayes____ Noes____ Abstain____ Absent____

SO ORDERED.

By: _____
Chairman, Board of Supervisors
County of Sonoma, State of California

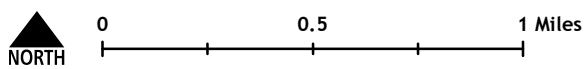
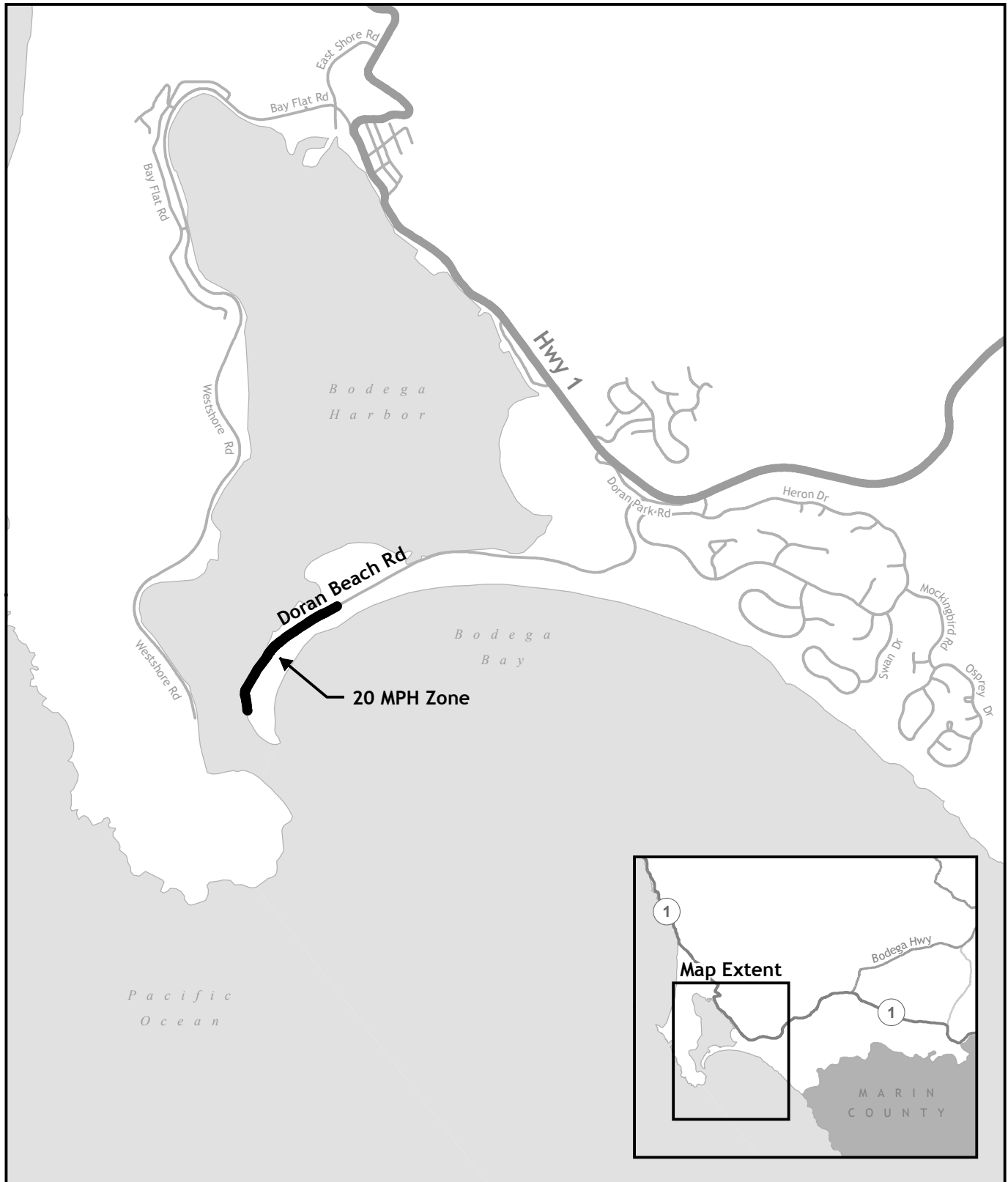
ATTEST:

By: _____
County Clerk and Ex-officio Clerk of the
Board of Supervisors of said County

Location Map

Reduced Speed Limit on Doran Beach Road

April, 2014





County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 22
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Transportation and Public Works

Staff Name and Phone Number:

Susan Klassen, 707-565-2231

Supervisorial District(s):

First

Title: Agreement with the Valley of the Moon Water District, for the State Route 12 Corridor Improvement Project Phase 2, Stage 2

Recommended Actions:

Authorize the Chair to sign Agreement with the Valley of the Moon Water District, for water facility adjustments from Agua Caliente Road to Boyes Boulevard for the State Route 12 Corridor Improvement Project Phase 2, Stage 2 (C08002) in the amount of \$55,380.

Executive Summary:

The State Route 12 Corridor Improvement Project Phase 2, Stage 2 project consists of widening intersections, replacing asphalt pavement, constructing curb, gutter, sidewalk, storm water treatment devices, pedestrian street lights, and traffic signal modifications on State Route 12 between Agua Caliente Road and Boyes Boulevard in the Springs Area of Sonoma Valley.

As part of the road construction project, the County must make water facility adjustments to facilities owned by the Valley of the Moon Water District (District) which are located within the Right of Way. Adjustments include water valve and water meter adjustments and water service line relocations. The County will be the lead agency on the relocation work including preparing environmental documents, managing right-of-way, and preparing the plans and specifications. As a condition of the agreement, the District will reimburse the County \$55,380 for all costs associated with adjustments to their water lines.

Water service may be temporarily interrupted due to the relocation work. The contract requires seventy two hour notice prior to service interruption, and commercial customers will be coordinated in advance based on their needs. The County road project contract contains specific language that was agreed upon by Valley of the Moon Water District.

This relocation work will occur concurrently with the State Route 12 road construction project, and is scheduled to be complete by December 2015.

Prior Board Actions:			
06-05-07: Concurrent Board Resolution No. 07-0444 approved an agreement between the County of Sonoma and the Sonoma County Community Development Commission for funding design services, right-of-way acquisitions, and construction management.			
Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community			
This project will improve pedestrian safety for County residents and visitors in the Springs Area.			
Fiscal Summary - FY 13-14			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 55,380		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$ 55,380
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 55,380	Total Sources	\$ 55,380
Narrative Explanation of Fiscal Impacts (If Required):			
Valley of the Moon Water District will reimburse the County \$55,380 for the work associated with this Agreement.			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
None.			
Attachments:			
None.			
Related Items "On File" with the Clerk of the Board:			
Agreement.			



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 23
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Transportation and Public Works

Staff Name and Phone Number:

Susan Klassen (707) 565-2231

Supervisorial District(s):

Countywide

Title: FY 2013/14 Paratransit Services Agreement

Recommended Actions:

Approve and authorize the Chair to execute an Agreement with Volunteer Center of Sonoma County for Countywide Americans with Disabilities Act (ADA) Paratransit Services for the period of July 1, 2014 through June 30, 2015, in an amount not to exceed \$1,650,562.

Executive Summary:

This action represents renewal of the County's agreement with the Sonoma County Volunteer Center to provide countywide Americans with Disabilities Act (ADA) paratransit services. Under this agreement, the Volunteer Center will continue to serve as Sonoma County Transit's ADA paratransit services provider through FY 2014/15.

The Volunteer Center has provided ADA paratransit service, on an annual basis, for Sonoma County since 2002. Prior to that time, the Volunteer Center provided general public dial-a-ride service for both Sonoma County and the city of Santa Rosa.

Under the ADA, fixed-route transit operators are required to provide complementary paratransit service within three quarters of a mile of their fixed-route service during the same hours and days that fixed-route services are provided. All trip requests made by eligible passengers must be met regardless of their trip purpose. Operators are required to provide, at a minimum, all next-day requested trips.

The ADA requires transit operators to provide a sufficient level of paratransit service such that no eligible passenger is denied paratransit service due to capacity limitations. Transit operators that do not meet the required "no-denial" level of service jeopardize their federal funding eligibility and expose themselves to legal challenges by passengers whose trip requests are not met.

In recent years, several enhancements have been made to the County's ADA Paratransit service operated under this agreement (known as Sonoma County Paratransit/Volunteer Wheels), to improve

passenger convenience and maintain a “no-denial” level of service as required by the ADA. Sonoma County Paratransit is operated with a fleet of 30 vehicles including: 20 minibuses, 4 accessible minivans, and 6 sedans. Over the past year, 4 new minibuses and 5 new sedans replaced older vehicles in the fleet. Ridership from all areas of the county has increased over the past year. Overall, FY 2013/14’s ridership is projected to finish the year with a 12% increase over FY 2012/13.

The proposed agreement with Volunteer Center permits an approximate 4.4% increase in service hours over FY 2013/14, in order to meet projected passenger demand and maintain the federally required “no-denial” level of service. A total of 45,864 paid driver hours (wheelchair accessible fleets) is budgeted, in addition to, 4,700 volunteer driver hours (sedan fleet).

The proposed agreement provides for a base subsidy of \$1,571,964, reflecting only a slight increase over FY 2013/14’s base agreement of \$1,562,907. This is largely attributed to lower than anticipated operating costs during FY 2013/14 and projected lower insurance costs for upcoming FY 2014/15. Sonoma County’s subsidy compensates the Volunteer Center its operating deficit. The operating deficit is the cost of the service less passenger fares.

Should passenger trip demand increase beyond budget estimates, the proposed agreement allows the Transit Systems Manager to authorize up to an additional 5% (\$78,598) expenditure above the base subsidy to provide additional services, if necessary, to maintain the federally required “no-denial” level of service.

It should be noted that the Volunteer Center provides volunteer drivers to the County at no cost. At the Center’s hourly rate, the annualized value of this service is approximately \$90,052. Due to their scheduling flexibility, the Center’s use of volunteer drivers has been a key contributor to achieving and maintaining a “no-denial” level of service. The ability to “right-size” the level of service each year due to changes in funding and/or passenger demand is a benefit of utilizing the Volunteer Center for this service.

Under Purchasing guidelines, Transit Division staff has defined this agreement as a “single source” as the Volunteer Center is the preferred vendor based on their local non-profit status and that their use of volunteer drivers reduces the County’s overall operating costs and provides the back-up resources necessary to maintain the federally required no-denial level of ADA paratransit service.

Funding for this agreement is included within the recommended FY 2014/15 Transit Division budget and is consistent with Sonoma County Transit’s FY 2014/15 TDA/STA claim to the Metropolitan Transportation Commission.

Prior Board Actions:

06/04/13: Board approved Agreement with Volunteer Center of FY 2013/14 ADA Paratransit Services (\$1,641,052); 05/22/12: Board approved Agreement with Volunteer Center for FY 2012/13 ADA Paratransit Services (\$1,499,939)

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community

Provision of countywide ADA paratransit service, aligned with the Sonoma County Transit route network, provides local and intercity paratransit options for disabled persons residing and visiting

Sonoma County.			
Fiscal Summary - FY 14-15			
Expenditures		Funding Source(s)	
Budgeted Amount	\$ 1,650,562		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$	TDA/STA/Measure M	\$ 1,650,562
Total Expenditure	\$ 1,650,562	Total Sources	\$ 1,650,562
Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
None.			
Attachments:			
None.			
Related Items "On File" with the Clerk of the Board:			
Agreement			



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 24
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Board of Supervisors (707) 565-2241

Supervisorial District(s):

Title: Minutes of April 22, 2014

Recommended Actions:

Approval.

Executive Summary:

Approval of Minutes:

- (A) Approval of Minutes of the Meeting of April 22, 2014 for the following: Agricultural Preservation and Open Space District, Community Development Commission, Northern Sonoma County Air Pollution Control District, Sonoma County Water Agency, and Board of Supervisors.
- (B) Approval of Minutes of the Meeting of April 22, 2014 of the Sonoma Valley County Sanitation District.

Prior Board Actions:

None.

Strategic Plan Alignment Not Applicable

Fiscal Summary - FY 13-14			
Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$
Narrative Explanation of Fiscal Impacts (If Required):			
N/A			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
None			
Attachments:			
Minutes			
Related Items "On File" with the Clerk of the Board:			
None			

ACTION SUMMARY
BOARD OF SUPERVISORS
SONOMA COUNTY
575 ADMINISTRATION DRIVE, ROOM 102A
SANTA ROSA, CA 95403

TUESDAY

APRIL 22, 2014

8:30 A.M.

Susan Gorin	First District	Veronica A. Ferguson	County Administrator
David Rabbitt	Second District	Bruce Goldstein	County Counsel
Shirlee Zane	Third District		
Mike McGuire	Fourth District		
Efren Carrillo	Fifth District		

This is a simultaneous meeting of the Board of Supervisors of Sonoma County, the Board of Directors of the Sonoma County Water Agency, the Board of Commissioners of the Community Development Commission, the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District, the Board of Directors of the Northern Sonoma County Air Pollution Control District, and as the governing board of all special districts having business on the agenda to be heard this date.

The Board welcomes you to attend its meetings which are regularly scheduled each Tuesday at 8:30 a.m. Your interest is encouraged and appreciated.

AGENDAS AND MATERIALS: Agendas and most supporting materials are available on the Board's website at <http://www.sonoma-county.org/board/>. Due to legal, copyright, privacy or policy considerations, not all materials are posted online. Materials that are not posted are available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at 575 Administration Drive, Room 100A, Santa Rosa, CA.

SUPPLEMENTAL MATERIALS: Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the Board of Supervisors office at 575 Administration Drive, Room 100A, Santa Rosa, CA, during normal business hours.

DISABLED ACCOMMODATION: If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact the Clerk of the Board at (707) 565-2241, as soon as possible to ensure arrangements for accommodation.

Public Transit Access to the County Administration Center:

Sonoma County Transit: Rt. 20, 30, 44, 48, 60, 62

Santa Rosa CityBus: Rt. 14

Golden Gate Transit: Rt. 80

For transit information call (707) 576-RIDE or 1-800-345-RIDE or visit or <http://www.sctransit.com/>.

APPROVAL OF THE CONSENT CALENDAR

The Consent Calendar includes routine financial and administrative actions, are usually approved by a single majority vote. There will be no discussion on these items prior to voting on the motion unless Board Members or the public request specific items be discussed and/or removed from the Consent Calendar.

PUBLIC COMMENT

Any member of the audience desiring to address the Board on a matter on the agenda: Please walk to the podium and after receiving recognition from the Chair, please state your name and make your comments. Closed session items may be added prior to the Board adjourning to closed session. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the subject under discussion. Each person is usually granted 3 minutes to speak; time limitations are at the discretion of the Chair. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.

8:35 A.M. CALL TO ORDER

8:35 A.M. Chairman Rabbitt called the meeting to order.

Supervisors Present: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire

Supervisor Absent: Efren Carrillo

Staff Present: Veronica A. Ferguson, County Administrator and Bruce Goldstein, County Counsel

Chairman Rabbitt presiding.

PLEDGE OF ALLEGIANCE

I. APPROVAL OF THE AGENDA (Items may be added or withdrawn from the agenda consistent with State law)

Chairman Rabbitt announced that item #58, Re-opening of the public hearing to reconsider the Board's approval of the Cornell Winery Use Permit (File No. UPE07-0008), had been continued to May 20, 2014 at 2:10 p.m. and the continued public hearing on the Use Permit for Republic Services of Sonoma County Inc., (File No. UPE13-0065), had been continued to May 6, 2014 at 2:10 p.m.

II. BOARD MEMBER ANNOUNCEMENTS

Supervisor Gorin announced that she had attended the Sonoma County Volunteer reception and the North Bay Water Reuse Authority Board meeting.

Supervisor Zane announced that she had attended the Bay Area Air Quality Management District Board meeting; the Sonoma Marin Area Rail Transit Board meeting; Sonoma County Volunteer reception; and will be hosting a Drought Town Hall meeting in Rohnert Park and Cotati on April 23, 2014.

Supervisor McGuire provided the Board with an Asti Summer Crossing update; announced that he will attend the North County Drought Town Hall meeting in Windsor on April 29, 2014; and had attended the Real Heros Breakfast.

Chairman Rabbitt reported that he had attended the Sonoma Marin Area Rail Transit Board meeting; the North Bay Water Reuse Authority Board meeting; and the Association of Bay Area Governments Spring General Assembly meeting.

III. CONSENT CALENDAR

(Items 1 through 31)

PRESENTATIONS/GOLD RESOLUTIONS

(Items 1 through 8)

PRESENTATIONS AT BOARD MEETING

1. Adopt a Gold Resolution commemorating ECO2School Challenge and the work student leaders do to encourage peers to use more environmentally friendly forms of transportation. (Third District)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No.14-0146

2. Adopt a Gold Resolution recognizing the Annual Sonoma County Veteran Resource and Job Fair on April 24, 2014. (Fourth District)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No.14-0147

3. Adopt a Gold Resolution honoring Food For Thought on the occasion of their 25th Anniversary. (Fifth District)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No.14-0148

4. Adopt a Gold Resolution celebrating the Bird Rescue Center's Festival of Feathers. (Third District)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No.14-0149

5. Adopt a Gold Resolution congratulating the University of California Cooperative Extension Office on the 100th Anniversary of the Smith-Lever Act. (Fourth District)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No.14-0150

CONSENT CALENDAR (Continued)

PRESENTATIONS AT DIFFERENT DATE

6. Adopt a Gold Resolution recognizing the County's first annual Take Your Child To Work Day. (Human Resources)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No.14-0151

7. Adopt a Gold Resolution declaring April 2014 as California Safe Digging Month. (Second District)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No.14-0152

8. Adopt a Gold Resolution honoring and celebrating the life of August Neil Hermoso. (Fourth District)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No.14-0153

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

9. Approve plans and specifications for construction of the Montini Open Space Preserve road crossing improvements, accessible parking space, and gate installation (Project); Authorize the General Manager to solicit bids for the Project and award a contract to the lowest responsible bidder, provided the bid does not exceed the engineer's cost estimate for the Project; and Delegate authority to the General Manager to take specified actions to administer the contract. (First District)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

10. Authorize the General Manager of the Sonoma County Agricultural Preservation and Open Space District to (A) execute a contract with Hanford A.R.C. in the amount of \$45,579 for the construction of fencing for the North Slope Sonoma Mountain Ridge Trail project, and (B) take specified actions to administer the contract, including execution of an access agreement with Mrs. Martha Skiles. (First District)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

CONSENT CALENDAR (Continued)

11. Adopt a Resolution authorizing the President to execute a Quitclaim Deed releasing the Sonoma County Agricultural Preservation and Open Space District's interest in Parcel B which was erroneously included in original legal description in the conservation easement purchased from Arbor Acres Farms, Inc. (Document No. 1995-105289), so that the amended legal description matches the lands the District intended to protect. (First District)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No.14-0154

SONOMA COUNTY WATER AGENCY

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

AND

SONOMA VALLEY COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, Rouse)

12. Adopt a Concurrent Resolution determining that adoption of the 2013 Bay Area Integrated Regional Water Management Plan (2013 Plan) will not have a significant adverse effect on the environment; adopting the 2013 Plan; and authorizing the Water Agency General Manager to file a Notice of Exemption. (4/5 vote required) (First and Second Districts)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Sonoma Valley County Sanitation District

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt

ABSENT: Tom Rouse

Approved by Resolution No. 14-0155

SONOMA VALLEY COUNTY SANITATION DISTRICT

(Directors: Gorin, Rabbitt, Rouse)

13. Authorize the Chair to execute an agreement with ERM-West, Inc. to provide soil and groundwater testing and analysis for Phase II environmental assessment of the Sonoma Valley trunk main replacement from Sixth Street East to the Happy Lane Project (\$33,585; agreement terminates on July 31, 2015). (First District)

Sonoma Valley County Sanitation District

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt

ABSENT: Tom Rouse

CONSENT CALENDAR (Continued)

AUDITOR-CONTROLLER TREASURER-TAX COLLECTOR

14. Authorize the Auditor-Controller Treasurer-Tax Collector to sign a contract with Tax Sale Services of California, LLC for general and advisory services related to the sale of tax-defaulted property in an amount not to exceed \$150,000, from May 1, 2014 to May 1, 2015.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

COUNTY ADMINISTRATOR

AND

SONOMA COUNTY WATER AGENCY

NORTH SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

15. Concurrent approval of the Sonoma County Board of Supervisors, the Board of Directors of the Sonoma County Water Agency and North Sonoma County Air Pollution Control District, to allow the subordination of pass-through tax payments for the Successor Agency to the Redevelopment Agency of the City of Healdsburg relating to the Sotoyome Community Development Project, and authorize the Chair to execute a letter of consent.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

GENERAL SERVICES

16. Authorize the Chair to execute an amendment to an existing consultant contract with Stantec Architecture, Inc. for additional design services for Siri Tower and Vault for a lump sum of \$14,400. (Fifth District)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

GENERAL SERVICES / TRANSPORTATION AND PUBLIC WORKS

17. Authorize the General Services to execute a License Agreement with James McConnell d/b/a Andorno's Pizza for use of a portion of County property commonly known as the Guerneville Plaza, lease payments to start at \$300/month; for a term of 5 years, with 5 years of possible extensions. (Fifth District)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

CONSENT CALENDAR (Continued)

HEALTH SERVICES

18. Authorize the Director of Health Services to execute an agreement with ENTRIX, Inc. dba Cardno ENTRIX to perform an aquatic assessment related to water supply fluoridation, with a term end date of June 30, 2015, in an amount not to exceed \$60,766.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

HUMAN RESOURCES

AND

AGRICULTURAL PRESERVATION AND OPEN SPACE DISTRICT

COMMUNITY DEVELOPMENT COMMISSION

NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

SONOMA COUNTY WATER AGENCY

(Directors/Commissioners: Gorin, Rabbitt, Zane, McGuire, Carrillo)

19. Authorize the Human Resources Director to execute agreements with Cazden Insurance Solutions (in an amount not to exceed \$150,000) and Bickmore (in an amount not to exceed \$75,000) for insurance and risk management related consulting services for a three year term from May 1, 2014 through April 30, 2017.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

PERMIT AND RESOURCE MANAGEMENT

20. Adopt a Resolution authorizing to execute a replacement Land Conservation Act (Williamson Act) Contract for 13.03 +/- acres requested by Richard Idell for the Larson Family Trust; 2441 Nelligan Road, Kenwood; APN 051-180-012. (File No. AGP13-0023). (First District)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No.14-0156

REGIONAL PARKS

21. Authorize the Chair to execute multi-year, as-needed professional agreements for the following professional services and "not to exceed" amounts for each contractor:

(A) Biological Resources (\$100,000): Californian Environmental Services, LLC, Environmental Science Associates, LSA Associates, Inc., Sonoma Ecology Center, Triple HS, Inc., dba H.T. Harvey & Associates, WRA, Inc.;

(B) Environmental & Regulatory Processing (\$100,000): Prunuske Chatham, Inc.

CONSENT CALENDAR (Continued)

Item #21 Continued

- (C) Geotechnical Engineering (\$100,000): Brunsing Associates, Inc., Kleinfelder, Inc., LACO Associates, Inc., Miller Pacific Engineering Group, PJC & Associates, Inc.;
- (D) Land Surveying (\$150,000): BKF Engineers, Carlile Macy, Inc., Cinquini & Passarino, Inc., Susan D. Ruschmeyer, dba Pacific Land Surveys, Ray Carlson & Associates, Inc.;
- (E) Traffic Engineering (\$100,000): Kittelson & Associates, Inc., TJKM, Whitlock & Weinberger Transportation, Inc.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

SHERIFF'S OFFICE

- 22. Authorize the Chair to execute an agreement with 3M Cogent, Inc. to upgrade identification services and mobile identification capability for the fingerprint system for the period of April 28, 2014 to April 27, 2016 for an amount not to exceed \$283,336.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

TRANSPORTATION AND PUBLIC WORKS

- 23. Authorize the Chair to sign Construction Cooperative Agreement with the State of California, Department of Transportation, to construct road improvements from Agua Caliente Road to Boyes Boulevard for the State Route 12 Corridor Improvement Project Phase 2, Stage 2 (C08002). (First District)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

- 24. Rescind Resolution 14-0066 and adopt a replacement Resolution prohibiting vehicles with trailers or semi-trailers with kingpin to rear axle lengths exceeding thirty-eight feet (38') on Laughlin Road (89001) between River Road (MP 32.60) and North Laughlin Road (MP 31.50) and authorize the Director of Transportation and Public Works to install associated signage. (Fourth District)

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No.14-0157

CONSENT CALENDAR (Continued)

25. Authorize the Transit Systems Manager to execute a Memorandum of Understanding between Sonoma County Transit and the Metropolitan Transportation Commission to participate in the Clipper fare payment system.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

26. Adopt a Resolution authorizing the Director of Transportation and Public Works and the Transit Systems Manager to execute for and on behalf of the County any actions necessary for the purpose of obtaining state financial assistance in the amount of \$31,815 provided by the California Office of Emergency Services for Sonoma County Transit's Video Security Systems project, and authorizing the Chair to execute the Authorized Agent Form required under the program.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No.14-0158

APPOINTMENTS/REAPPOINTMENTS

(Items 27 through 31)

27. Reappoint Mark Bramfitt to the Sonoma Valley Citizens Advisory Commission (Springs East) effective April 22, 2014 and expiring April 22, 2018. (First District).

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

28. Reappoint Rochelle Campagna to the Sonoma Valley Citizens Advisory Commission (North Valley) effective April 22, 2014 and expiring April 22, 2018. (First District).

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

29. Reappoint Bruce Green to the Sonoma Valley Citizens Advisory Commission (El Verano West) effective April 22, 2014 and expiring April 22, 2018. (First District).

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

30. Reappoint Kristen Lindquist to the Sonoma Valley Citizens Advisory Commission (North Valley) effective April 22, 2014 and expiring April 22, 2018. (First District).

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

CONSENT CALENDAR (Continued)

31. Workforce Investment Board Appointments -

- (A) Appoint Tami Huffman and Leslie Wolski to the Youth Council for a one year term ending April 22, 2015.
- (B) Reappoint Kristyn Byrne, Karen Fies, Debbie Antonsen, Robin Bartholow, Matt Martin, and Jose Obregon to the Workforce Investment Board for a two year term ending April 22, 2016.
- (C) Reappoint Marilee Eckert, Georgia Ioakimedes, Matt Martin, Kellie Noe, George Steffensen, and Catherine Wilson to the Youth Council for a two year term ending April 22, 2016.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

IV. REGULAR CALENDAR
(Items 32 through 38)

FIRE AND EMERGENCY SERVICES

32. Adopt a Resolution extending a proclamation of local emergency for 30 days due to drought conditions in the County of Sonoma and requesting immediate State and Federal assistance.

9:36 A.M.

Present:

Peter Rumble, Deputy County Administrator
Al Terrell, Sonoma County Fire Chief
Chris Helgren, Emergency Manager
Brad Sherwood, Sonoma County Water Agency Principal Program

Speakers:

Tennis Wick, Permit and Resource Management Director
Pam Jeane, Assistant General Manager, Sonoma County Water Agency
Tony Linegar, Agricultural Commissioner

The Board directed the County Administrator to return with information regarding necessary steps to establish a Chipper Program in Sonoma County.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No. 14-0159

TRANSPORTATION AND PUBLIC WORKS

33. Presentation of the new Sonoma County Transit bus low-floor transit coaches powered by clean natural gas. (Transportation and Public Works)

10:18 A.M.

Present:

Bryan Albee, Transportation and Public Works Transit Manager

10:18 A.M. Supervisor Zane left the meeting

10:21 A.M. Supervisor Zane rejoined the meeting

INFORMATION ONLY

10:27 A.M. The Board recessed

10:53 A.M. The Board reconvened

REGULAR CALENDAR (Continued)

AUDITOR-CONTROLLER TREASURER-TAX COLLECTOR

34. Conduct a public hearing and adopt a Resolution to approve a tax exempt bond financing to be issued by the California Statewide Communities Development Authority to benefit Sonoma Academy in a principal amount not to exceed \$10,000,000. (Third District)

10:53 P.M.

Present:

Paul Cocking, Investment and Debt Manager from the Auditor's Office

Speaker:

Derice Hogle, Director of Finance and Operations of Sonoma Academy

10:55 A.M. Public Hearing opened

10:55 A.M. Public Hearing closed

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No.14-0160

SONOMA COUNTY WATER AGENCY

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

35. Adopt a Resolution establishing Wholesale Water Rates and Charges for the Sonoma County Water Agency's Water Transmission System for Fiscal Year 2014/2015. (4/5 vote required)

10:55 A.M.

Present:

Michael Gossman, Sonoma County Water Agency Division Manager

Lynne Rosselli, Sonoma County Water Agency Finance & Accounting Manager

Speaker:

Michael Thompson, Sonoma County Water Agency Assistant General Manager

Chris DeGabriele

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No.14-0161

REGULAR CALENDAR (Continued)

36. Authorize the Chair to execute an agreement with Laguna de Santa Rosa Foundation to provide a habitat study and enhancement in the Laguna de Santa Rosa (\$300,000; agreement terminates on June 30, 2017). (Second, Third, Fourth, and Fifth Districts)

11:21 A.M.

Present:

Michael Thompson, Sonoma County Water Agency Assistant General Manager
Keenan Foster, Principal Environmental Specialist, Sonoma County Water Agency

Speaker:

David Bannister

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

TRANSPORTATION AND PUBLIC WORKS

37. Adopt a Resolution introducing, reading title of and waiving further reading of an ordinance establishing a No Parking Zone on Fifth Street (#80077) and Mill Street (#80079). (First Reading) (Fifth District)

11:50 A.M.

Present:

Jason Nutt, Deputy Director of Transportation and Public Works

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

Approved by Resolution No.14-0162

BOARD OF SUPERVISORS

38. Approve fee waiver in the amount of \$1,136 to Regional Parks to cover permit, day use and parking fees at Westside Park for the Bodega Bay 4th of July Celebration Fireworks. (Fifth District)

11:52 A.M.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, and Mike McGuire.

ABSENT: Efren Carrillo.

11:52 A.M. The Board recessed to closed session.

V. CLOSED SESSION CALENDAR
(Items 39 through 45)

2:22 P.M. Counsel Goldstein reported on Closed Session Items #39-45.

39. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Initiation of Litigation (Govt. Code Section 54956.9(d)(4)).

No reportable action. Direction was given to staff and Counsel.

40. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Initiation of Litigation (Govt. Code Section 54956.9(d)(4)).

No reportable action. Direction was given to staff and Counsel.

41. The Board of Supervisors will consider the following in closed session: Public Employee Performance Evaluation - Title: Permit and Resource Management Department Director (Govt. Code Section 54957(b)(1)).

Direction was given to staff.

42. The Board of Directors of the Sonoma County Water Agency will consider the following in closed session: Public Employee Performance Evaluation - Title: Sonoma County Water Agency General Manager (Govt. Code Section 54957(b)(1)).

Direction was given to staff.

43. The Board of Supervisors will consider the following in closed session: Public Employee Performance Evaluation - Title: Child Support Services Department Director (Govt. Code Section 54957(b)(1)).

No reportable action. Direction was given to staff.

44. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Exposure to Litigation - Regional Water Quality Control Board Letter dated March 18, 2014 concerning potential discharge violations concerning compost operations at the Central Disposal Site. (Govt. Code Section 54956.9(d)(2)).

No reportable action. Direction was given to Counsel and staff.

45. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - Name of Case: Renewed Efforts of Neighbors Against Landfill Expansion (RENALE), et al. v. County of Sonoma, et al.; SCV 253728 (Govt. Code Section 54956.9 (d)(1)).

CLOSED SESSION CALENDAR (Continued)

Item #45 Continued

Board Action: The Board authorized the Chair to execute a settlement agreement with RENALE and SEIU whereby the plaintiffs agree to dismiss the lawsuit and not challenge the Material Recovery Facility use permit, in exchange for the County agreeing to:

1. Provide monthly water usage reports to RENALE for the Central Disposal Site.
2. Limit Sunday hours at the Central Site to 10:00 - 3:00 for self haul customers only.
3. Agree to comply with noise limits set forth in the County's General Plan.
4. Send a letter to County Department Heads reminding the departments of the notice requirements in the SEIU labor contract concerning contracting out bargaining work.

In addition, the Settlement Agreement requires Republic Services to:

1. Ensure that its transfer vehicles are CARB compliant for diesel particulate emissions.
2. Pay the following amounts to the plaintiffs: (i) RENALE's attorneys' fees (Lozeau Drury (\$83,000)); (ii) SEIU's attorneys' fees (Weinberg, Roger and Rosenfeld (\$45,500)); and (iii) \$60,000 to RENALE to be used for the benefit of the Happy Acres community.

Direction was given to staff to execute the settlement agreements.

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire

ABSENT: Efren Carrillo

VI. REGULAR AFTERNOON CALENDAR

(Items 46 through 59)

2:21 P.M. - RECONVENE FROM CLOSED SESSION

Supervisors Present: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire

Staff Present: Veronica Ferguson, County Administrator and Bruce Goldstein, County Counsel

Supervisor Absent: Efren Carrillo

46. Report on Closed Session.

2:22 P.M. Counsel Goldstein reported on Closed Session Items #39-45.

47. PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA (Comments are restricted to matters within the Board's jurisdiction. The Board will hear public comments at this time for up to thirty minutes. Please be brief and limit your comments to three minutes. Any additional public comments will be heard at the conclusion of the meeting. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.)

2:25 P.M. Public Comment Opened

Bob Williamson
Mary Morrison
Richard Hannan
John Jenkel

2:37 P.M. Public Comment Closed

48. Permit and Resource Management Department: Review and possible action on the following:

- a) Acts and Determinations of Planning Commission/Board of Zoning Adjustments
- b) Acts and Determinations of Project Review and Advisory Committee
- c) Acts and Determinations of Design Review Committee
- d) Acts and Determinations of Landmarks Commission
- e) Administrative Determinations of the Director of Permit and Resource Management

2:38 P.M. David Hurst, Deputy County Counsel joined the Board replacing County Counsel Bruce Goldstein.

2:38 P.M. No Acts or Determinations were acted on or reviewed.

REGULAR AFTERNOON CALENDAR (Continued)

COUNTY ADMINISTRATOR

2:38 P.M.

Chairman Rabbitt announced that fee hearing items #49-57 would be heard concurrently.

Present:

Christina Rivera, Deputy County Administrator, County Administrators Office

Speakers:

Dan Taylor, Health Services Department

Bert Whitaker, Regional Parks

3:00 P.M. Public Hearing Opened for items #49-57

Paul Heck

3:02 P.M. Public Hearing Closed for items #49-57

49. Adopt a Resolution setting the Criminal Justice Administrative Fee (Jail Booking Fee) at \$168 per applicable, effective July 1, 2014, in accordance with Government Code.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire

ABSENT: Efren Carrillo

Approved by Resolution No.14-0163

FIRE AND EMERGENCY SERVICES

50. Adopt a Resolution adopting Schedule A - Permits and Fees for the Fire & Emergency Services Department for Certified Unified Program Agency Hazardous Materials, and adopt a Resolution adopting Schedule A - Permits and Fees for the Fire & Emergency Services Department - Fire Prevention effective July 1, 2014.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire

ABSENT: Efren Carrillo

Approved by Resolution Nos. 14-0164 and 14-0165

HEALTH SERVICES

51. Adopt a Resolution establishing new and amended fees to recover the reasonable cost of providing health services for the Department of Health Services effective July 1, 2014.

Direction was given to staff to review a sliding fee scale option for animal control services.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire

ABSENT: Efren Carrillo

Approved by Resolution No.14-0166

REGULAR AFTERNOON CALENDAR (Continued)

PROBATION

52. Adopt a Resolution establishing new fees and adopting fee increases and decreases for the Probation Department effective July 1, 2014.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire

ABSENT: Efren Carrillo

Approved by Resolution No.14-0167

REGIONAL PARKS

AND

SONOMA COUNTY WATER AGENCY

(Directors: Gorin, Rabbitt, Zane, McGuire, Carrillo)

53. Adopt a Concurrent Resolution of the Board of Supervisors and the Directors of the Sonoma County Water Agency authorizing Spring Lake Park fee adjustments for Special Use Permits for Group Picnics, Non-Commercial/Non-Profit Events, and Film and Photography Permits, Group Picnic Reservation Changes, Individual Campsite Reservations, Individual Campsite Reservation Changes, And New Fees For Replacement Annual Day Use, and Golden Years, and pricing flexibility measures. Fee changes will be effective May 1, 2014; and Adopt a Concurrent Resolution of the Board of Supervisors and the Directors of the Sonoma County Water Agency authorizing adjustments in hourly staff billing rates applicable to recover the reasonable costs of providing services such as repairs, set-up and staffing for events, special use permits, and for maintenance and grounds services effective July 1, 2014.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire

ABSENT: Efren Carrillo

Approved by Resolution Nos. 14-0168 and 14-0169

REGIONAL PARKS

54. Adopt a Resolution authorizing new fees for locating owners of berthed vessels, berthing at Mason's Marina, retail fuel sales at Mason's Marina, storage at Mason's Marina, and battery core charges. Fee changes will become effective on May 1, 2014; and Adopt a Resolution authorizing adjustments in hourly staff billing rates applicable to recover the reasonable costs of providing equipment, repair of damage, set-up and staffing for events, staff hourly costs for maintenance, grounds services, Marina operations, building workers, General Services mechanics, and painters effective July 1, 2014.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire

ABSENT: Efren Carrillo

Approved by Resolution Nos. 14-0170 and 14-0171

REGULAR AFTERNOON CALENDAR (Continued)

55. Adopt a Resolution authorizing Regional Parks fee adjustments for Special Use Permits for Group Picnics, Non-Commercial/Non-Profit Events, and Non-League Athletic Field Use Permits, Film and Photography Permits, Group Picnic Reservation Changes, Fall Festival Admission, Individual Camping, Individual Campsite Reservations, Individual Campsite Reservation Changes, New Fees For Replacement Annual Day Use, Golden Years, and Access Passes and a New Fee for a Special Use Permit for Grazing. Fee changes will become effective on May 1, 2014. Fee changes will become effective on May 1, 2014; and Adopt a Resolution authorizing adjustments in hourly staff billing rates applicable to recover the reasonable costs of providing services such as repairs, set-up and staffing for events, special use permits, and for maintenance and grounds services effective July 1, 2014.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire

ABSENT: Efren Carrillo

Approved by Resolution Nos. 14-0172 and 14-0173

SHERIFF - CORONER

56. Adopt an Ordinance establishing the fees to be collected by the Sheriff's Office effective July 1, 2014.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire

ABSENT: Efren Carrillo

Approved by Ordinance No. 6064

TRANSPORTATION AND PUBLIC WORKS

57. Adopt a Resolution establishing reasonable rates and charges for the use of land and facilities at the Charles M. Schulz - Sonoma County Airport effective July 1, 2014.

Staff indicated that the Resolution presented in the meeting packet was incorrect and had been revised to remove language authorizing the Airport Manager to execute month-to-month and term Airport advertising concession agreements.

Board Action: Approved as Recommended

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire

ABSENT: Efren Carrillo

Approved by Resolution No.14-0174

REGULAR AFTERNOON CALENDAR (Continued)

PERMIT AND RESOURCE MANAGEMENT

58. UPE07-0008 - (FIRST DISTRICT)

- a) APPLICANT: Guy Davis
- b) APPELLANT: New Old Ways Wholistically Emerging (NOWWE)
- c) LOCATION: 245 Spring Mountain Summit Trail (formerly Wappo Road) and adjacent properties
- d) ASSESSOR'S PARCEL NO.: 028-250-007, 028-260-041, 028-260-047, 028-260-023 and 028-260-025
- e) ENVIRONMENTAL DOCUMENT: Environmental Impact
- f) REQUEST: Re-open the public hearing to reconsider the Board's approval of the Cornell Winery Use Permit for a 10,000 case winery in a 6,700 square foot winery complex with 10,200 square feet of caves located on a 40-acre parcel at 245 Spring Mountain Summit Trail (formerly Wappo Road) and adjacent properties owned by Henry Cornell (APNs 028-250-007, 028-260-041, 028-260-047, 028-260-023 and 028-260-025) as directed in Judge Gary Nadler's Order Granting Motion for Order for Interlocutory Remand and Stay. After the close of the hearing, the Board of Supervisors may choose to:
 - (1) Adopt a Resolution upholding its prior approval of the Use Permit;
 - (2) Give direction to staff to return with a resolution that includes revisions to the original Use Permit findings; or
 - (3) Give direction to staff to return with a resolution that reverses the prior approval of the Use Permit.

Board Action: Adopt a Resolution continuing the re-opening of the public hearing to reconsider the Board's approval of the Cornell Winery Use Permit for a 10,000 case winery in a 6,700 square foot winery complex with 10,200 square feet of caves located on a 40-acre parcel at 245 Spring Mountain Summit Trail (formerly Wappo Road) and adjacent properties owned by Henry Cornell (APNs 028-250-007, 028-260-041, 028-260-047, 028-260-023 and 028-260-025) as directed in Judge Gary Nadler's Order Granting Motion for Order for Interlocutory Remand and Stay to May 20, 2014 at 2:10 P.M.

AYES: Susan Gorin, David Rabbitt, Shirlee Zane, Mike McGuire

ABSENT: Efren Carrillo

Approved by Resolution No.14-0175

59. ADJOURNMENTS

3:03 P.M. The Board adjourned the meeting in memory of Jaden Sumners, Ruth Freis, St. Francis Kearney, Neil Cronin, Allen Losh, Timothy Harrington, and Rey Ballotti. The meeting was adjourned to May 6, 2014 at 8:30 A.M.

Respectfully submitted,

Michelle Arellano
Chief Deputy Clerk of the Board

Consent Item #24

Approval of Meeting Minutes

The May 6, 2014

**Board of Supervisors Meeting
Minutes will be provided separate
from the packet.**



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 25
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Department of Health Services

Staff Name and Phone Number:

Rita Scardaci, 565-7876

Supervisorial District(s):

Countywide

Title: Sonoma County Commission on AIDS Appointments and Re-Appointments

Recommended Actions:

Appoint Karen Holbrook and Arnold Posada to the Sonoma County Commission on AIDS for a two-year term beginning May 1, 2014.

Re-appoint Glen Schoeneck, Rick Dean, Ron Karp, Marion Deeds, and Lynn Campanario to the Sonoma County Commission on AIDS for a two-year term beginning May 1, 2014.

Executive Summary:

This item requests the appointment of Karen Holbrook and Arnold Posada and the re-appointment of Glen Schoeneck, Rick Dean, Ron Karp, Marion Deeds, and Lynn Campanario to the Sonoma County Commission on AIDS for a two-year term beginning May 1, 2014.

The Sonoma County Commission on AIDS was established to improve the lives of people affected by or at risk for HIV in Sonoma County. The Commission on AIDS provides advice and recommendations to the Board of Supervisors on HIV policy issues and on the need for HIV-related education and prevention services, treatment, and supportive services, and on any other related matters the Board refers to it, or which the Commission itself raises.

The mission of the Commission on AIDS is to: 1) maintain HIV on the County's prevention agenda; 2) keep the Board of Supervisors aware of the progress of the HIV epidemic; 3) serve as a voice to the Department of Health Services and the Board for those people who are not "at the table," such as young men having sex with men and the Latina population; 4) speak to the community at large about HIV and keep the issue in the public awareness; 5) decrease stigma around HIV; and 6) encourage open discussions that lead to people getting tested, discovering their status, and providing needed support to neighbors or family members who may be living with HIV.

Commission membership may include representatives from the following populations and agencies: people living with and/or affected by HIV/AIDS; healthcare providers including hospitals, clinics, health care and discharge planning; community-based HIV/AIDS service organizations; social service providers; mental health providers; community leaders; substance use providers; people of color; individuals from

the elder community; individuals specializing in maternal and child health; people living with disabilities; high school or college student; faith community leaders; individuals who represent gay/lesbian/bisexual/transgender/queer/questioning/intersex (GLBTQQI); and individuals who represent criminal justice. The Commission strives for 33 percent of membership to be persons affected by or living with HIV disease and strives for representation from all geographic areas of the County.

There are two levels of membership status; members, and ex-officio members. Members are persons appointed to represent a particular perspective (as listed above). They have the full rights, privileges, and responsibilities of members as described in the bylaws and policies and procedures. Ex-officio members are persons appointed by reason of their office and have the full rights and privileges of members. Ex-officio Members consist of designated representatives from the Department of Health Services and the Human Services Department.

The Commission on AIDS members will draw upon their experience with HIV services and represent diverse communities in Sonoma County. Members will begin their two-year term per the term provisions of the bylaws.

The following members are seeking appointment. The term for these members will commence on May 1, 2014 and expire on April 30, 2016.

Representing	Member Name
Local Public Health Agency	Karen Holbrook, MD, MPH
Local Human Services Agency	Arnold Posada, RN,PHN,MSN,CNL

The following members are seeking re-appointment. The term for these members will commence on May 1, 2014 and expire on April 30, 2016.

Representing	Member Name
Affected Community	Glen Schoeneck
HIV Services Organization	Rick Dean, Face to Face
HIV Services Organization	Ron Karp, Food For Thought
Community Leader	Marion Deeds
Substance Use Representative	Lynn Campanario

Prior Board Actions:

Appointments/re-appointments of Commission on AIDS Members were most recently approved by the Board in October 2011.

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community

The Commission on AIDS informs the Board on HIV prevention, treatment, and advocacy in Sonoma County.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 0	County General Fund	\$ 0
Add Appropriations Req'd.	\$ 0	State/Federal	\$ 0
	\$	Fees/Other	\$ 0
	\$	Use of Fund Balance	\$ 0
	\$	Contingencies	\$ 0
	\$		\$
Total Expenditure	\$ 0	Total Sources	\$ 0

Narrative Explanation of Fiscal Impacts (If Required):

There are no fiscal impacts associated with this item.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

None

Related Items "On File" with the Clerk of the Board:

None



County of Sonoma
Agenda Item
Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 26
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number:

Supervisor Susan Gorin, 565-2241

Supervisorial District(s):

First District

Title: Appointment

Recommended Actions:

Appoint Rochelle Cook Johnson to the Sonoma County Regional Parks Foundation effective 05/16/2014 and expiring on 05/16/2016. (First District)

Executive Summary:

Prior Board Actions:

Strategic Plan Alignment Goal 4: Civic Services and Engagement

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Related Items “On File” with the Clerk of the Board:			



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 27
(This Section for use by Clerk of the Board Only.)

To: Sonoma County Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement:

Department or Agency Name(s): County Clerk-Recorder-Assessor

Staff Name and Phone Number:

William F. Rousseau, 707-565-1877

Supervisorial District(s):

All

Title: Celebrate the Registrar of Voters Going Green Initiative.

Recommended Actions:

Executive Summary:

In 2013, the Sonoma County Registrar of Voters introduced the Going Green Initiative. The program has three components: 1) Online Voter Registration, 2) Vote by Mail, and 3) Go Green (Sample Ballot Opt-out), all of which are designed to reduce the carbon footprint of the County. The Registrar of Voters Office will present an update of our efforts over the past year. Included with this update is information regarding our Voter Outreach efforts and Permanent Vote by Mail Statistics. We will also advise the Board of Supervisors of our continued efforts to use technology to optimize our limited resources while meeting the needs of their constituents.

Prior Board Actions:

May 21, 2013: The Board gave a unanimous vote of support for the Going Green Initiative.

Strategic Plan Alignment Goal 4: Civic Services and Engagement

A key goal of the Registrar of Voters Going Green Initiative is to increase voter participation by making voters aware of the importance of exercising their right to vote and informing them of services the Registrar of Voters Division provides.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):

Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

Update: Going Green PowerPoint presentation.

Related Items "On File" with the Clerk of the Board:

Going Green Initiative The Sequel...



Bill Rousseau
Clerk-Recorder-Assessor
and Registrar of Voters

Gloria Colter, Assistant
Registrar of Voters

One Year Later...

- **Update on Going Green Initiative**
- **Voter Outreach “On the Move”**
- **Vote by Mail Stats**
- **Yes there is an Mobile App for that**
- **Social Media**

Update

**Since we began the
Going Green Initiative
24,292 Sonoma County voters
have opted out of receiving
Sample Ballots in the mail**

That's 10% of our voters

What does that mean.....

For the June 3, 2014 Primary Election

- Averaging 12 pages per book, we printed 291,504 *fewer* sheets of paper
 - 583 reams of paper or about 34 trees
 - 24,292 sample ballots @ \$0.75/each
 - we saved more than \$18,219.00*
- *NOTE: we normally order 10% over registration

VOTER OUTREACH

ONLINE VOTER REGISTRATION (COVR)

WE'VE PROCESSED 13,911 APPLICATIONS

Our Registrar of Voters and Staff Members are

WORKING WITH COMMUNITY GROUPS

SONOMA COUNTY ROTARY CLUBS

LEAGUE OF WOMEN VOTERS

ANNUAL STREET FAIRS AND FESTIVALS

AND.....

Registrar of Voters Outreach Is On The Move



LOOK FOR US ON THE BUSES



PLACARDS ARE DISPLAYED ON SONOMA COUNTY TRANSIT BUSES WITH THIS “QR” CODE THAT WILL DIRECT INDIVIDUALS TO OUR WEB SITE USING A MOBILE DEVICE

VOTE BY MAIL IT'S A BRIGHT IDEA



**161,558 (67%) of our 242,352 registered voters are
Permanent Vote by Mail Voters
And, 950 Military and Overseas Civilians
Vote by Mail**

WHAT'S NEW???

YES...

THERE IS AN
APP FOR THAT!

Sonoma County Registrar of Voters

0 6

DAYS

1 1

HOURS

5 1

MINUTES

3 4

SECONDS

Next Election:
June 3



AVAILABLE IN
THE APPLE
ITUNES STORE
AND ON
GOOGLE PLAY
DOWNLOAD
THE APP

MOBILE APP INFORMATION



Am I Registered



Register to Vote Online



Important Dates



Sample Ballot/Polling Place Look-up



How to Mark the Ballot

And More...



Campaign Finance



Application for Vote by Mail Ballot



Track My Vote by Mail Ballot



District Map Look-up



Volunteer to be a Poll Worker

WHAT'S ELSE IS NEW???



**“Like” us on
FACEBOOK!!!**

WATCH FOR ELECTION NEWS AND VIEWS FROM THE COUNTY CLERK & REGISTRAR



Sonoma County
Registrar of Voters
5.0 ★★★★★

QUESTIONS???

THANK YOU



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 28
(This Section for use by Clerk of the Board Only.)

To: Board of Directors of the Northern Sonoma County Air Pollution Control District

Board Agenda Date: May 13, 2014

Vote Requirement: 4/5

Department or Agency Name(s): Transportation and Public Works – Northern Sonoma County Air Pollution Control District

Staff Name and Phone Number:

Barbara Lee (707) 433-5911

Supervisory District(s):

Northern Sonoma County Air Pollution Control District

Title: Northern Sonoma County Air Pollution Control District FY 2014-2015 Budget, First Hearing.

Recommended Actions:

Review the Northern Sonoma County Air Pollution Control District's FY 2014-2015 recommended budget and provide the public with the opportunity to comment upon the District's budget.

Executive Summary:

Procedural Issues

This hearing is the first of two budget hearings. Its purpose is to review the FY 2014-2015 recommended Northern Sonoma County Air Pollution Control District (NSCAPCD) budget and provide the public with an opportunity to comment, as required by law. This hearing, which is required to be held separately from all other budget processes, has been publicly noticed, and individual notices were sent via U.S. Mail to each permit holder within the District. The second hearing will be held during the Budget Hearings the weeks of June 16, 2014, and June 23, 2014 in order to adopt the budget and adhere to Health and Safety Code, Section 40131(a)(3)(B).

Background

The Northern Sonoma County Air Pollution Control District is one of 35 local air pollution control districts in the State of California. The District derives its authority from the federal Clean Air Act, and from specific authorities and mandates in the California Health and Safety Code. It is governed by its Board of Directors, the composition of which is specified in law and presently includes members of the Sonoma County Board of Supervisors. In addition to its governing Board, the District is required by statute to have a Hearing Board and an Air Pollution Control Officer.

The District's primary responsibility is to implement federal and state requirements as they pertain to stationary sources of air pollution. This includes monitoring the levels of certain pollutants in the ambient air, and adopting and enforcing rules and regulations as needed to ensure those levels meet

the standards established in law. The District also implements and enforces requirements for stationary sources adopted by the federal and state governments, investigates complaints about air quality, and implements education and incentive programs to reduce air pollution.

Fiscal Summary

The District is funded by a combination of grants, subventions, permit fees, penalties, surcharges on motor vehicle registration, property tax revenues, and interest on fund balance. The funds are restricted to the mission of the district, and certain funds are more narrowly restricted to specified purposes.

Under the Health and Safety Code, the District's budget is approved by the District's Board of Directors, separate from other County budget processes. The recommended budget is divided into six program units or indices totaling \$2.68 million in expenditures and \$2.1 million in revenues and approximately \$585,000 in accumulated fund balance or retained earnings including prior years' pass-thru grant funds. The recommended budgets and use of fund balance for each of these indices are described below.

NSCAPCD - Operations (689018): This is the District's operational fund, out of which the majority of air district operations are implemented, including costs for personnel, facilities, and materials. The majority of revenue is derived from permit fees.

Revenues budgeted for fiscal year 2014-2015 are \$1,203,200. The amount includes an expected increase in operational transfers to administer the new CARL Moyer Truck Improvement/Modernization Benefitting Emission Reductions (TIMBER) Program. The goal of the TIMBER program is to provide funding opportunities to quickly replace their older, heavy-duty log trucks earlier than would otherwise be required by regulation.

Operational expenditures are budgeted at \$1,471,839. A slight increase in expenditures is expected in order to implement the new On-Base electronic filing system, Enterprise Financial System (EFS) implementation costs, and to allow for the purchase of new software.

NSCAPCD – VPMP (689034): The Vehicle Pollution Mitigation Program was authorized by the Legislature and approved by the Board to implement specified activities and to mitigate the air pollution impacts of the use of motor vehicles. Revenues derive from a surcharge of \$4 on each motor vehicle registered within the District. Pursuant to guidelines established by the California Air Resources Board (ARB), the District funds eligible air monitoring activities and costs, and makes funds available for grants for projects to reduce pollution associated with motor vehicle use. Funds are granted pursuant to program guidelines approved by the Board. The District has historically tried to maintain sufficient fund balance to allow funding of a larger project or a series of projects.

Revenues budgeted for fiscal year 2014-2015 are \$234,469. Budgeted expenditures total \$352,615 which includes \$150,000 for grant projects and an operating transfer of \$142,365 to help offset the replacement and repair costs of air monitoring equipment. Additional funds will be made available at first quarter Consolidated Budget Adjustments to allow for the funding of grant projects associated with greenhouse gas reduction programs and electric vehicle charging station installations.

NSCAPCD – DMV Moyer (689042): This is a single-purpose fund that provides grants for reductions in

emissions from eligible heavy-duty diesel engines. Its revenues derive from a \$2 surcharge on motor vehicle registration. Demand for these funds has been low over the past several years due to the economic recession, but with recent modifications to guidelines and increased outreach efforts, staff has seen an increase in grant funding applications.

Revenues budgeted for fiscal year 2014-2015 are \$120,917. Recommended expenditures total \$200,786, which includes \$195,000 in grant expenditures and \$5,786 in operational transfers to offset the administrative costs of the program.

NSCAPCD – Carl Moyer Fund (689059): This is a single-purpose fund that provides grants for reductions in emissions from eligible heavy-duty diesel engines. Revenues are generated through grants from ARB (derived from state fees paid in lieu of smog check obligations in the early years of a vehicle's life, and by a surcharge on tire sales). Funds are allocated to the District pursuant to a formula in statute, which specifies minimum allocation of \$200,000. Beginning in fiscal year 2013-2014, the Truck Improvement/Modernization Benefitting Emission Reductions (TIMBER) Program was implemented as under the Carl Moyer program. The allocation for this program is anticipated to be \$132,000 and is to be used to provide funding opportunities to quickly replace older, heavy-duty log trucks earlier than would otherwise be required by regulation. All funds received from the state for the Carl Moyer programs, and any interest accrued, must be expended within two years in accordance with guidelines established by the ARB.

Anticipated Revenues for fiscal year 2014-2015 are \$334,061. This includes the anticipated grant allocation and interest. Recommended expenditures total \$365,200 to be used for eligible projects. An adjustment will be made at first quarter Consolidated Budget Adjustments to use of all available fund balance should eligible grant applications be received by District staff.

NSCAPCD – GAMP (689109): This is a single-purpose fund that supports the Geysers Air Monitoring Program in the Geysers, a public-private consortium that includes the air districts of Sonoma and Lake Counties, representatives of the State, the power generators in the Geysers, and representatives of downwind communities. It is funded by member contributions; the District's contribution is in-kind as administrator of the fund. The budget for the program is developed by members of the public-private consortium.

Budgeted Revenues for fiscal year 2014-2015 are \$188,352. Budgeted expenditures are \$227,099. The consortium budgets on a calendar year basis each fall. The budget will be adjusted according to the consortium's recommended budget during mid-year adjustments.

NSCAPCD – Community Benefit Fund (689307): This fund was created by the Board as a mechanism to address community concerns related to air pollution. Its revenues derive from penalties assessed against facilities that have violated District regulations, and other miscellaneous sources. Broadly, the funds may be used to measure or otherwise study air pollution in communities, and to implement projects to mitigate the impacts of air pollution on communities. Some funds are more specifically restricted by settlement agreements. Historically, staff has strived for a balance between funding beneficial projects and maintaining fund balance for future uses.

Budgeted Revenues for fiscal year 2014-2015 are \$20,433 and budgeted expenditures are \$69,318. These numbers are carryovers from the fiscal year 2013-2014 budget and will change as needed at first quarter Consolidated Budget Adjustments. Historically, the only budgeted revenue for this fund is derived from interest.

Prior Board Actions:

06/10/2013: Board adopted the NSCAPCD's FY 2013-14 budget

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

Protecting air quality and public health by implementing and developing programs to mitigate the negative impacts of air pollution.

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$ 2,686,857	State/Federal	\$ 753,811
	\$	Fees/Other	\$ 1,347,621
	\$	Use of Fund Balance	\$ 585,425
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$ 2,686,857	Total Sources	\$ 2,686,857

Narrative Explanation of Fiscal Impacts (If Required):

Total budgeted revenues for all NSCAPCD indices for fiscal year 14-15 are \$2,101,432 and total budgeted expenditures are \$2,686,857. The funds in each index have restrictions as to their use and may not be combined.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

FY 2014-2015 staff allocation will remain the same with 6.0 full time equivalent positions.

Attachments:

NSCAPCD Proposed Fiscal Year 2014-2015 Budget

Related Items "On File" with the Clerk of the Board:

None.

FY 2014-15
STATEMENT OF SPECIAL FUND ACTIVITY

Name of Fund: NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

Division Title: NSCAPCD - Operations

Sections: 689018

ITEM	Actual FY 12-13	Estimated FY 13-14	Requested FY 14-15
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	1,178,859	1,079,324	907,204
PLUS: Revenues	1,084,875	1,100,844	1,203,200
LESS: Expenditures	1,179,783	1,277,586	1,471,839
Adjustments to Reserves / Encumbrances:			
Rounding	(5)	0	0
Adjust Salaries Payable	0	0	0
Change in Encumbrances	(4,622)	4,622	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	1,079,324	907,204	638,565
(SURPLUS) / DEFICIT FOR FISCAL YEAR	94,907	176,742	268,639

DETAIL OF BEGINNING FUND BALANCE	6/30/2012	6/30/2013	6/30/2014
101 Cash	1,183,660	1,117,168	
102 Petty Cash	200	200	
107 Accounts Receivable	0	0	
132 Due from Other Governments	0	0	
201 Vouchers Payable	(4,801)	(33,222)	
203 Accounts Payable	0	0	
207 Salaries & Benefits Payable	0	0	
322 Fund Balance Reserved for Encumbrances	0	(4,622)	
331 Fund Balance Reserved - Petty Cash	(200)	(200)	
440 Encumbrances (P.O.)	0	0	
441 Encumbrances (Contracts)	0	0	
FUND BALANCE	1,178,859	1,079,324	0

4/3/2013

FY 2014-15
STATEMENT OF SPECIAL FUND ACTIVITY

Name of Fund: NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

Division Title: NSCAPCD - VPMP

Sections: 689034

ITEM	Actual FY 12-13	Estimated FY 13-14	Requested FY 14-15
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	821,946	946,824	932,240
PLUS: Revenues	206,147	263,452	234,469
LESS: Expenditures	36,266	323,036	352,615
Adjustments:			
Rounding	(3)	0	0
Change in Encumbrance	(45,000)	45,000	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	946,824	932,240	814,094
(SURPLUS) / DEFICIT FOR FISCAL YEAR	(169,880)	59,584	118,146

DETAIL OF BEGINNING FUND BALANCE	6/30/2012	6/30/2013	6/30/2014
101 Cash	780,975	995,324	
109 Other Receivables	0	0	
132 Due from Other Gov	42,047	0	
201 Vouchers Payable	(1,076)	(3,500)	
203 Accounts Payable	0	0	
209 Contract Retention Payable	0	0	
322 Fund Balance Reserved for Encumbrance	0	(45,000)	
FUND BALANCE	821,946	946,824	0

4/3/2013

FY 2014-15
STATEMENT OF SPECIAL FUND ACTIVITY

Name of Fund: NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

Division Title: NSCAPCD - GAMP

Sections: 689109

ITEM	Actual FY 12-13	Estimated FY 13-14	Requested FY 14-15
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	183,029	172,342	113,477
PLUS: Revenues	176,338	183,370	188,352
LESS: Expenditures	187,025	242,235	227,099
Adjustments: Rounding			
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	172,342	113,477	74,730
(SURPLUS) / DEFICIT FOR FISCAL YEAR	10,686	58,865	38,747

DETAIL OF BEGINNING FUND BALANCE	6/30/2012	6/30/2013	6/30/2014
101 Cash	199,501	203,253	
107 Accounts Receivables	0	0	
109 Other Receivables	0	0	
201 Vouchers Payable	(16,472)	(30,911)	
203 Accounts Payable	0	0	
209 Contract Retention Payable	0	0	
FUND BALANCE	183,029	172,342	0

4/3/2013

FY 2014-15
STATEMENT OF SPECIAL FUND ACTIVITY

Name of Fund: NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

Division Title: NSCAPCD - Community Programs Fund

Sections: 689307

ITEM	Actual FY 12-13	Estimated FY 13-14	Requested FY 14-15
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	178,386	191,837	130,414
PLUS: Revenues	13,952	22,895	20,433
LESS: Expenditures	500	84,318	69,318
Adjustments to Reserves / Encumbrances: Rounding Change in Encumbrance	-1	0	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	191,837	130,414	81,529
(SURPLUS) / DEFICIT FOR FISCAL YEAR	(13,452)	61,423	48,885

DETAIL OF BEGINNING FUND BALANCE	6/30/12	6/30/2013	6/30/2014
101 Cash	178,386	191,837	
109 Other Receivables	0	0	
203 Accounts Payable	0	0	
209 Contract Retention Payable	0	0	
440 Encumbrance	0	0	
FUND BALANCE	178,386	191,837	0

4/3/2013

FY 2014-15
STATEMENT OF SPECIAL FUND ACTIVITY

Name of Fund: NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

Division Title: NSCAPCD - CARL MOYER *

Sections: 689059

ITEM	Actual FY 12-13	Estimated FY 13-14	Requested FY 14-15
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	163,370	107,401	200,000
PLUS: Revenues	201,431	534,061	334,061
LESS: Expenditures	257,400	441,462	365,200
Adjustments:			
Rounding	0	0	0
Change in Encumbrance	0	0	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	107,401	200,000	168,861
(SURPLUS) / DEFICIT FOR FISCAL YEAR	55,969	(92,599)	31,139

DETAIL OF BEGINNING FUND BALANCE	6/30/2012	6/30/2013	6/30/2014
101 Cash	163,370	107,401	
109 Other Receivables	0	0	
132 Due from Other Gov	0	0	
201 Vouchers Payable	0	0	
203 Accounts Payable	0	0	
209 Contract Retention Payable	0	0	
322 Fund Balance Reserved for Encumbrance	0	0	
FUND BALANCE	163,370	107,401	0

4/3/2013

* 09/10 is the first year for this index.

FY 2014-15
STATEMENT OF SPECIAL FUND ACTIVITY

Name of Fund: NORTHERN SONOMA COUNTY AIR POLLUTION CONTROL DISTRICT

Division Title: NSCAPCD - DMV MOYER *

Sections: 689042

ITEM	Actual FY 12-13	Estimated FY 13-14	Requested FY 14-15
Undesignated / Unreserved Beginning Fund Balance Available for Budgeting	597,457	503,861	260,293
PLUS: Revenues	104,558	132,756	120,917
LESS: Expenditures	4,155	376,324	200,786
Adjustments:			
Rounding	1	0	0
Change in Encumbrance	(194,000)	0	0
Undesignated / Unreserved Ending Fund Balance Available for Budgeting	503,861	260,293	180,424
(SURPLUS) / DEFICIT FOR FISCAL YEAR	(100,403)	243,568	79,869

DETAIL OF BEGINNING FUND BALANCE	6/30/2012	6/30/2013	6/30/2014
101 Cash	576,434	697,861	
109 Other Receivables	0	0	
132 Due from Other Gov	21,023	0	
201 Vouchers Payable	0	0	
203 Accounts Payable	0	0	
209 Contract Retention Payable	0	0	
322 Fund Balance Reserved for Encumbrance	0	(194,000)	
FUND BALANCE	597,457	503,861	0

4/3/2013

* 09/10 is the first year for this index.

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689018 EXPENDITURES**

SUBJECT TITLE	Adopted		Estimated FY 13-14	Adopted		Requested FY 14-15	Difference	% Change
	Actual FY 12-13	Budget FY 12-13		Budget FY 13-14	Budget FY 13-14			
<u>SALARIES & BENEFITS</u>								
5100 Permanent Positions	434,875	493,607	468,744	468,744	466,692	(2,052)	-0.44%	
5101 Cash Allowance	37,477	43,056	43,224	43,224	43,224	0	0.00%	
5102 MTO Savings	0	0	0	0	0	0	N/A	
5110 Extra Help	34,230	5,479	48,619	5,607	5,646	39	0.70%	
5120 Overtime	5,143	2,231	2,293	2,293	2,309	16	0.70%	
5121 Overtime-FLSA	78	0	0	0	0	0	N/A	
5150 Vacation Pay	7,371	0	0	0	0	0	N/A	
5190 Agency Extra/Temp Help	880	0	4,970	0	0	0	N/A	
5210 Retirement	170,848	199,452	196,926	196,926	209,412	12,486	6.34%	
5211 Unclaimable County	6,100	10,497	10,364	10,364	5,233	(5,131)	-49.51%	
5220 FICA Retirement	32,499	36,340	36,341	36,341	36,668	327	0.90%	
5240 PST Deferred Comp	0	0	648	0	0	0	N/A	
5300 Health Insurance	31,104	35,874	36,012	36,012	36,012	0	0.00%	
5301 Extra Help Health Ins	0	0	2,200	0	0	0	N/A	
5302 HRA Benefit	1,336	0	2,422	2,422	2,422	0	0.00%	
5303 Retiree Medical Trust	938	0	1,547	0	0	0	N/A	
5304 HRA Costs	0	0	0	0	7,294	7,294	100.00%	
5310 Disability	2,969	5,369	3,379	3,379	3,365	(14)	-0.41%	
5320 Dental Insurance	6,582	7,474	7,503	7,503	7,949	446	5.94%	
5330 Life Insurance	241	356	292	292	296	4	1.37%	
5340 Vision Insurance	1,088	1,272	1,236	1,236	1,302	66	5.34%	
5350 Unemployment Ins.	2,168	334	196	196	141	(55)	-28.06%	
5351 Unemployment-Perm	305	494	468	468	468	0	0.00%	
5400 Workers Comp.	5,241	5,598	6,801	6,801	7,394	593	8.72%	
5500 Other Benefits	75	92	92	92	92	0	0.00%	
5907 Additional Benefits	0	50,557	0	65,000	65,000	0	0.00%	
SUBTOTAL	781,548	898,082	874,277	886,900	900,919	14,019	1.58%	
<u>SERVICES AND SUPPLIES</u>								
6040 Communications	8,077	5,800	6,324	7,500	7,500	0	0.00%	
6048 Cell Phone Service	2,616	2,600	4,000	4,000	4,000	0	0.00%	
6085 Janitorial Services	2,745	2,590	2,700	2,700	2,700	0	0.00%	
6103 Liability Insurance	1,114	1,495	1,336	1,336	1,336	0	0.00%	
6140 Maint-Equipment	3,077	500	3,500	6,000	6,000	0	0.00%	
6157 Maint-Field Equip	7,055	1,000	3,500	6,000	6,000	0	0.00%	
6180 Maint-Bldg Improv	20,489	4,500	9,000	20,000	20,000	0	0.00%	
6262 Laboratory Supplies	38	200	250	250	250	0	0.00%	
6280 Memberships	3,350	3,350	4,350	4,350	4,350	0	0.00%	
6300 Miscellaneous Expenses	0	0	1,000	5,000	5,000	0	0.00%	
6302 Dept. Revolving	89	0	200	200	200	0	0.00%	
6400 Office Expense	41,422	5,000	9,000	25,000	25,000	0	0.00%	
6410 Postage	4,134	6,800	7,205	6,800	6,800	0	0.00%	
6415 Books/Periodicals	1,196	650	1,000	1,000	1,000	0	0.00%	
6430 Printing Services	2,392	3,449	3,449	3,449	3,449	0	0.00%	
6521 County Services	30,832	30,832	27,546	27,546	27,546	0	0.00%	
6540 Contract Services	11,432	1,000	15,000	60,000	60,000	0	0.00%	
6573 Administrative Costs	91,611	82,762	96,000	83,289	83,289	0	0.00%	
6610 Legal Services	21,249	15,000	20,000	20,000	20,000	0	0.00%	
6628 HRMS	3,397	3,632	3,894	3,894	3,894	0	0.00%	
6629 Fiscal Accounting Svcs	3,675	2,411	4,858	4,858	4,858	0	0.00%	
6630 Audit/Accounting Svc	0	0	15,750	15,750	15,750	0	0.00%	
6637 Prop Tax Admin Fee	391	380	398	392	392	0	0.00%	
6645 Risk Mgmt-Ben Admin	1,713	1,713	1,089	1,089	1,089	0	0.00%	
6697 EFS Costs	0	0	0	0	3,363	3,363	100.00%	
6795 Unclaimable HRMS	119	0	0	0	0	0	N/A	
6800 Public/Legal Notices	3,478	2,000	5,035	2,400	2,400	0	0.00%	
6820 Rents/Leases-Equip	179	250	3,500	250	5,250	5,000	2000.00%	
6840 Rents/Leases-Bldgs	40,275	40,276	41,282	50,000	50,000	0	0.00%	
6880 Small Tools	2,034	5,000	1,500	5,000	5,000	0	0.00%	
6889 Computer Software	0	5,000	10,000	7,000	22,000	15,000	214.29%	

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689018 EXPENDITURES CONTINUED**

SUBJECT TITLE	Actual FY 12-13	Adopted Budget FY 12-13	Estimated FY 13-14	Adopted Budget FY 13-14	Requested FY 14-15	Difference	% Change
SERVICES AND SUPPLIES (CONTINUED)							
6890 Computer Hardware	282	7,500	4,500	9,000	9,000	0	0.00%
7110 Prof Dev - Admin Mgmt	0	1,500	0	1,500	1,500	0	0.00%
7112 Prof Dev - WCE	0	960	0	960	960	0	0.00%
7120 Training-In-Service	70	1,000	0	5,000	5,000	0	0.00%
7130 Tuition/Textbook	0	1,000	0	1,000	1,000	0	0.00%
7301 County Car Expense	3,702	7,746	10,406	7,000	7,000	0	0.00%
7302 Travel Expense	8,590	17,000	21,000	21,000	21,000	0	0.00%
7303 Private Car Expense	2,328	4,908	7,000	4,908	4,908	0	0.00%
7309 Unclaim. County Car	82	1,344	1,344	1,344	1,344	0	0.00%
7320 Utilities	6,801	6,700	6,700	6,700	6,700	0	0.00%
7400 Data Processing	23,344	18,528	32,568	32,568	32,568	0	0.00%
7402 DP/New Project	6,360	0	0	0	0	0	N/A
7415 DP - Supplemental Svcs	0	0	601	0	0	0	N/A
7425 ISD Desktop Modern	9,666	4,334	11,350	11,350	11,350	0	0.00%
7450 ISD Small Tools	0	0	0	0	0	0	N/A
SUBTOTAL	369,404	300,710	398,135	477,383	500,746	23,363	4.89%
FIXED ASSETS							
8571 Field Equipment	24,203	10,000	0	25,000	25,000	0	0.00%
8573 Mobile Equipment	0	40,000	0	40,000	40,000	0	0.00%
SUBTOTAL	24,203	50,000	0	65,000	65,000	0	0.00%
OTHER FINANCING							
8648 Unclm-OT-Other ISD	4,628	4,628	5,174	5,174	5,174	0	0.00%
SUBTOTAL	4,628	4,628	5,174	5,174	5,174	0	0.00%
EXPENDITURES w/o PY	1,179,783	1,253,420	1,277,586	1,434,457	1,471,839	37,382	2.61%
PY ENCUMBRANCE EXP							
9853 PY Enc-Equipment	0	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	0	N/A
TOTAL EXPENDITURES	1,179,783	1,253,420	1,277,586	1,434,457	1,471,839	37,382	2.61%
NET COST	94,907	88,891	176,742	244,457	268,639	24,182	9.89%

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689018 REVENUES**

SUBJECT TITLE	Actual FY 12-13	Adopted Budget FY 12-13	Estimated FY 13-14	Adopted Budget FY 13-14	Requested FY 14-15	Difference	% Change
<u>TAXES</u>							
1000 Prop Taxes-CY Sec	114,596	111,065	120,019	112,041	112,041	0	0.00%
1008 RDA Increment	(19,293)	(19,448)	(20,462)	(12,000)	(12,000)	0	0.00%
1011 SB 2557 Prop Tax Adm	(1,623)	(1,235)	0	(1,696)	(1,696)	0	0.00%
1014 AB 1290 RDA Pass-Thrc	1,336	0	786	0	0	0	N/A
1017 Residual Prop Tax-RP	3,974	0	3,123	0	0	0	N/A
1018 Prop Taxes - RDA Asset	8,922	0	0	0	0	0	N/A
1020 Prop Taxes-CY Supp	591	500	885	380	380	0	0.00%
1040 Prop Taxes-CY Unsec.	3,949	3,900	4,287	4,287	4,287	0	0.00%
1042 Cost Reim-Coll Del CY	(73)	0	(82)	0	0	0	N/A
1060 Prop Taxes-PY Unsec.	(31)	0	0	0	0	0	N/A
1080 Prop Taxes-PY Supp	(2)	0	0	0	0	0	N/A
1100 Prop Taxes-PY Unsec.	57	0	0	0	0	0	N/A
1266 Timber Yield Tax	58	170	222	90	90	0	0.00%
SUBTOTAL	112,461	94,952	108,778	103,102	103,102	0	0.00%
<u>LICENSES/PERMITS</u>							
1462 Air Quality Permit Fees	676,842	663,300	667,066	650,300	650,300	0	0.00%
1472 Variance App Fees	0	0	0	0	0	0	N/A
1484 Title V Permit Fees	5,000	15,000	25,000	25,000	25,000	0	0.00%
1486 Air Quality App Fees	25,381	25,000	18,055	15,000	15,000	0	0.00%
1487 Air Quality Toxic Fees	11,000	11,000	11,000	10,000	10,000	0	0.00%
1488 Air Quality Fed Prog	57,644	46,000	46,000	46,000	46,000	0	0.00%
1490 Air Quality Burn App	78,736	80,000	80,000	80,000	80,000	0	0.00%
SUBTOTAL	854,603	840,300	847,121	826,300	826,300	0	0.00%
<u>FINES/FORFEITURES/PENALTIES</u>							
1530 Air Pollution Fines	0	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	0	N/A
<u>USE OF MONEY/PROPERTY</u>							
1700 Interest-Pooled Cash	11,165	6,552	8,696	5,589	5,589	0	0.00%
1701 Interest Earned	33	0	0	0	0	0	0.00%
SUBTOTAL	11,198	6,552	8,696	5,589	5,589	0	0.00%
<u>INTERGOVERNMENTAL REV</u>							
2440 St-HOPTR	1,061	1,078	1,050	1,050	1,050	0	0.00%
2500 St-Other	14,728	16,632	23,601	16,628	16,628	0	0.00%
2505 St-Special Supp Subv	47,117	47,196	47,081	57,196	57,196	0	0.00%
SUBTOTAL	62,906	64,906	71,732	74,874	74,874	0	0.00%

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689018 REVENUES CONTINUED**

SUBJECT TITLE	Actual FY 12-13	Adopted Budget FY 12-13	Estimated FY 13-14	Adopted Budget FY 13-14	Requested FY 14-15	Difference	%
							Change
<u>REVENUES (CONTINUED)</u>							
<u>CHARGES FOR SERVICES</u>							
3019 NCPA - FEE for Govt	1,781	1,800	1,837	1,700	1,700	0	0.00%
3700 Copy Transcribe Fees	0	0	0	0	0	0	N/A
3980 Revenue Allc to PY	0	0	0	0	0	0	N/A
SUBTOTAL	1,781	1,800	1,837	1,700	1,700	0	0.00%
<u>MISCELLANEOUS REVENUES</u>							
4113 Returned Checks	(100)	0	0	0	0	0	N/A
SUBTOTAL	(100)	0	0	0	0	0	N/A
<u>OTHER FINANCING SOURCES</u>							
4625 OT-W/in Sp Dist-BOS	32,361	151,685	51,330	167,085	180,285	13,200	7.90%
4648 OT-Other ISD Replac	9,665	4,334	11,350	11,350	11,350	0	0.00%
SUBTOTAL	42,026	156,019	62,680	178,435	191,635	13,200	7.40%
TOTAL REVENUES	1,084,875	1,164,529	1,100,844	1,190,000	1,203,200	13,200	1.11%

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689034 REVENUES**

	Actual FY 12-13	Adopted Budget FY 12-13	Estimated FY 13-14	Adopted Budget FY 13-14	Requested FY 14-15	Difference	%
							Change
<u>USE OF MONEY/PROPERTY</u>							
1700 Interest-Pooled Cash	6,842	2,579	6,932	3,242	3,242	0	0.00%
SUBTOTAL	6,842	2,579	6,932	3,242	3,242	0	0.00%
<u>OTHER</u>							
2080 St-Other-In Lieu	0	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	0	N/A
<u>CHARGES FOR SERVICES</u>							
3340 Health Fees	199,304	256,000	256,520	231,227	231,227	0	0.00%
3980 Revenue Applic to PY	0	0	0	0	0	0	N/A
SUBTOTAL	199,304	256,000	256,520	231,227	231,227	0	0.00%
TOTAL REVENUES	206,147	258,579	263,452	234,469	234,469	0	0.00%

SUMMARY OF INDEX 689034 EXPENDITURES

	Actual FY 12-13	Adopted Budget FY 12-13	Estimated FY 13-14	Adopted Budget FY 13-14	Requested FY 14-15	Difference	%
							Change
<u>SERVICES/SUPPLIES</u>							
6040 Communications	5,128	5,000	7,500	7,500	7,500	0	0.00%
6140 Maint-Equipment	0	0	2,000	2,000	2,000	0	0.00%
6528 Ozone Monitoring	3,887	5,000	5,000	5,000	5,000	0	0.00%
6529 Vehicle Emission	0	0	0	0	0	0	N/A
6530 PMIO Monitoring	14,761	7,000	15,000	15,000	15,000	0	0.00%
6540 Contract Services	0	327,354	250,000	250,000	150,000	(100,000)	-40.00%
6629 Fiscal Accounting	239	772	0	0	0	0	N/A
6840 Rents/Leases	542	550	553	550	550	0	0.00%
6880 Small Tools	0	0	1,000	1,000	1,000	0	0.00%
6889 Software	1,050	5,000	5,000	5,000	5,000	0	0.00%
6890 Computer Hardware	0	2,500	2,500	2,500	2,500	0	0.00%
7000 Spec Dept. (Moyer)	0	0	0	0	0	0	N/A
7320 Utilities	1,586	1,550	1,700	1,700	1,700	0	0.00%
	27,193	354,726	290,253	290,250	190,250	(100,000)	-34.45%
<u>FIXED ASSETS</u>							
8571 Field Equipment	0	16,000	20,000	20,000	20,000	0	0.00%
8573 Mobile Equipment	0	0	0	0	0	0	N/A
SUBTOTAL	0	16,000	20,000	20,000	20,000	0	0.00%
<u>OTHER FINANCING USES</u>							
8625 OT-W/in Sp Dist-BOS	9,074	127,414	12,783	142,365	142,365	0	0.00%
SUBTOTAL	9,074	127,414	12,783	142,365	142,365	0	0.00%
EXPENDITURES w/o PY	36,267	498,140	323,036	452,615	352,615	(100,000)	-22.09%
<u>PY ENCUMBRANCE EXP</u>							
9650 PY Enc-Profess/Spec	0	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	0	N/A
TOTAL EXPENDITURES	36,266	498,140	323,036	452,615	352,615	(100,000)	-22.09%
NET COST	(169,880)	239,561	59,584	218,146	118,146	(100,000)	-45.84%

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689042 (DMV MOYER FUND) REVENUES**

	Actual FY 12-13	Adopted Budget FY 12-13	Estimated FY 13-14	Adopted Budget FY 13-14	Requested FY 14-15	Difference	%
							Change
<u>USE OF MONEY/PROPERTY</u>							
1700 Interest-Pooled Cash	4,922	2,922	4,496	5,207	5,207	0	0.00%
SUBTOTAL	4,922	2,922	4,496	5,207	5,207	0	0.00%
<u>OTHER</u>							
2080 St-Other-In Lieu	99,636	128,107	128,260	115,710	115,710	0	0.00%
2900 Other Gov Agencies	0	0	0	0	0	0	N/A
SUBTOTAL	99,636	128,107	128,260	115,710	115,710	0	0.00%
<u>OTHER FINANCING SOURCES</u>							
4625 OT-W/in Sp Dist-BOS	0	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	0	N/A
TOTAL REVENUES	104,558	131,029	132,756	120,917	120,917	0	0.00%

SUMMARY OF INDEX 689042 (DMV MOYER FUND) EXPENDITURES

	Actual FY 12-13	Adopted Budget FY 12-13	Estimated FY 13-14	Adopted Budget FY 13-14	Requested FY 14-15	Difference	%
							Change
<u>SERVICES/SUPPLIES</u>							
6629 Fiscal Accounting	0	772	0	0	0	0	N/A
7000 Spec Dept. (Moyer)	0	194,089	369,911	195,000	195,000	0	0.00%
SUBTOTAL	0	194,861	369,911	195,000	195,000	0	0.00%
<u>OTHER FINANCING USES</u>							
8625 OT-W/in Sp Dist-BOS	4,155	5,139	6,413	5,786	5,786	0	0.00%
SUBTOTAL	4,155	5,139	6,413	5,786	5,786	0	0.00%
TOTAL EXPENDITURES	4,155	200,000	376,324	200,786	200,786	0	0.00%
NET COST	(100,403)	68,971	243,568	79,869	79,869	0	0.00%

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689059 (CARL MOYER FUND) REVENUES**

	Actual FY 12-13	Adopted Budget FY 12-13	Estimated FY 13-14	Adopted Budget FY 13-14	Requested FY 14-15	Difference	%
							Change
<u>USE OF MONEY/PROPERTY</u>							
1700 Interest-Pooled Cash	1,431	1,095	2,061	2,061	2,061	0	0.00%
SUBTOTAL	1,431	1,095	2,061	2,061	2,061	0	0.00%
<u>OTHER</u>							
2080 St-Other-In Lieu	200,000	200,000	532,000	200,000	332,000	132,000	66.00%
SUBTOTAL	200,000	200,000	532,000	200,000	332,000	132,000	66.00%
<u>OTHER FINANCING SOURCES</u>							
4625 OT-W/in Sp Dist-BOS	0	0	0	0	0	0	N/A
SUBTOTAL	0	0	0	0	0	0	N/A
TOTAL REVENUES	201,431	201,095	534,061	202,061	334,061	132,000	65.33%

SUMMARY OF INDEX 689059 (CARL MOYER FUND) EXPENDITURES

	Actual FY 12-13	Adopted Budget FY 12-13	Estimated FY 13-14	Adopted Budget FY 13-14	Requested FY 14-15	Difference	%
							Change
<u>SERVICES/SUPPLIES</u>							
6629 Fiscal Accounting Svcs	868	868	1,066	1,066	1,066	0	0.00%
7000 Spec Dept. (Moyer)	237,400	183,253	408,262	298,262	332,000	33,738	11.31%
SUBTOTAL	238,268	184,121	409,328	299,328	333,066	33,738	11.27%
<u>OTHER FINANCING USES</u>							
8625 OT-W/in Sp Dist-BOS	19,132	19,132	32,134	18,934	32,134	13,200	69.72%
SUBTOTAL	19,132	19,132	32,134	18,934	32,134	13,200	69.72%
TOTAL EXPENDITURES	257,400	203,253	441,462	318,262	365,200	46,938	14.75%
NET COST	55,969	2,158	(92,599)	116,201	31,139	(85,062)	-73.20%

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689109 REVENUES**

SUBJECT TITLE	Actual FY 12-13	Adopted Budget FY 12-13	Estimated FY 13-14	Adopted Budget FY 13-14	Requested FY 14-15	Difference	%
							Change
LICENSES/PERMITS							
1471 Geothermal Air Monitor	174,857	179,680	182,235	174,856	187,099	12,243	7.00%
SUBTOTAL	174,857	179,680	182,235	174,856	187,099	12,243	7.00%
USE OF MONEY/PROPERTY							
1700 Interest-Pooled Cash	1,481	861	1,135	1,253	1,253	0	0.00%
SUBTOTAL	1,481	861	1,135	1,253	1,253	0	0.00%
TOTAL REVENUE	176,338	180,541	183,370	176,109	188,352	12,243	6.95%

SUMMARY OF INDEX 689109 EXPENDITURES

SUBJECT TITLE	Actual FY 12-13	Adopted Budget FY 12-13	Estimated FY 13-14	Adopted Budget FY 13-14	Requested FY 14-15	Difference	%
							Change
SERVICES/SUPPLIES							
6515 Geothermal Air Monitor	187,025	217,665	242,235	214,586	227,099	12,513	5.83%
SUBTOTAL	187,025	217,665	242,235	214,586	227,099	12,513	5.83%
TOTAL EXPENDITURES	187,025	217,665	242,235	214,586	227,099	12,513	5.83%
NET COST	10,686	37,124	58,865	38,477	38,747	270	0.70%

**Northern Sonoma County Air Pollution Control District
SUMMARY OF INDEX 689307 REVENUES**

SUBJECT TITLE	Actual FY 12-13	Adopted		Adopted		Requested FY 14-15	Difference	% Change
		Budget FY 12-13	Estimated FY 13-14	Budget FY 13-14	Budget FY 13-14			
FINES/FORFEITURES/PENALTIES								
1530 Air Pollution Fines	12,518	0	2,250	0	0	0	0	N/A
SUBTOTAL	12,518	0	2,250	0	0	0	0	N/A
USE OF MONEY/PROPERTY								
1700 Interest-Pooled Cash	1,434	1,007	1,327	1,115	1,115	0	0	0.00%
4040 Misc Revenue	0	0	19,318	0	19,318	19,318	19,318	1732.56%
SUBTOTAL	1,434	1,007	20,645	1,115	20,433	19,318	19,318	1732.56%
TOTAL REVENUE	13,952	1,007	22,895	1,115	20,433	19,318	19,318	1732.56%

SUMMARY OF INDEX 689307 EXPENDITURES

SUBJECT TITLE	Actual FY 12-13	Adopted		Adopted		Requested FY 14-15	Difference	% Change
		Budget FY 12-13	Estimated FY 13-14	Budget FY 13-14	Budget FY 13-14			
SERVICES/SUPPLIES								
6540 Contract Services	500	30,000	84,318	50,000	69,318	19,318	19,318	38.64%
6880 Small Tools	0	0	0	0	0	0	0	N/A
SUBTOTAL	500	30,000	84,318	50,000	69,318	19,318	19,318	38.64%
TOTAL EXPENDITURES	500	30,000	84,318	50,000	69,318	19,318	19,318	38.64%
NET COST	(13,452)	28,993	61,423	48,885	48,885	0	0	0.00%



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 29
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors of Sonoma County

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Department of Health Services

Staff Name and Phone Number:

Rita Scardaci, 565-7876

Supervisorial District(s):

Countywide

Title: Update on HIV/AIDS in Sonoma County and Commission on AIDS Bylaws Revisions

Recommended Actions:

Receive a report on the status of HIV/AIDS in Sonoma County and approve revised Commission on AIDS bylaws.

Executive Summary:

Annual Report on HIV/AIDS in Sonoma County

Sonoma County has published an annual report on the status of HIV/AIDS infections since early in the HIV/AIDS epidemic. Over time, the report has evolved from a numbers-based portrait of cases to a more comprehensive summary of all facets of HIV/AIDS surveillance, diagnosis, care and prevention. New features of the Annual Report include a summary of HIV/AIDS services, including a description of key agencies that support and care for those with HIV infection throughout Sonoma County. In addition, the report features a new section on the Sonoma County Prevention Strategy and, in line with national standards and objectives, gives a summary of prevention indicators that can be evaluated over time. The Sonoma County Annual Report on HIV/AIDS is intended to inform all persons with interest, personal or professional, on the status of the HIV/AIDS epidemic in Sonoma County. Groups with particular interest in the report include the Board of Supervisors, the Commission on AIDS, the HIV/AIDS Service Providers Coalition, and the Infectious Disease Task Force. The report is available to the public on the Sonoma County website.

Highlights and conclusions of this report include:

Epidemiology: As of December 31, 2012, there are at least 1,310 adults and adolescents living with HIV infection or AIDS who were diagnosed in Sonoma County (941 AIDS; 369 HIV, non-AIDS). When undiagnosed individuals and those diagnosed elsewhere are considered, the burden of disease increases to an estimated 1,620 persons living with HIV infection or AIDS. The demographics of persons living with HIV/AIDS and of newly diagnosed individuals continue to change and are important to understand in order to guide services and prevention efforts.

- The majority of persons currently living with HIV or AIDS in Sonoma County are white males.

- The number of newly diagnosed AIDS cases continues to decline, primarily a result of effective treatment.
- While the number of newly diagnosed HIV infections has declined from the peak in the early 1990s, over the past 10 years the number has remained relatively stable at approximately 40 per year.
- While the number of new diagnoses of HIV infection among males has declined over the past 10 years, the number over the past 5 years has remained relatively stable. The predominant risk factor in this group is men who have sex with men (MSM).
- The number of new diagnoses of HIV infection among women has remained relatively stable over the past 10 years. The primary risk factors for women recently diagnosed are heterosexual sex with a person who has, or is at high risk for HIV infection and injection drug use.
- While the number of new diagnoses of HIV infection among Whites has declined over the past 10 years, the number over the past 5 years has remained relatively stable.
- The number of new diagnoses of Latinos has remained stable over the past 10 years. The most common risk factors among Latinos are MSM and heterosexual sex with a person who has, or is at high risk for HIV infection.
- Newly diagnosed persons with HIV infection or AIDS reside throughout the county.

HIV Services: Currently, most of the primary medical care for HIV infected persons is provided by Santa Rosa Community Health Center's (SRCHC) Vista Clinic (approximately 600 patients); West County Health Centers' (WCHC) Sebastopol and Guerneville sites (approximately 200 patients); and Kaiser Santa Rosa (300 patients). SRCHC Vista Clinic also provides medical care for HIV-positive patients at both Sonoma County adult detention facilities. These clinics bill for services through private insurance, expanded Medi-Cal, and Medicare. Grant funding (e.g., Ryan White Funds) has declined over the past eight years.

HIV-related social services including support groups, benefits counseling, case management, food bank and nutritional support, and in-home support are provided by a number of non-profit and government agencies in Sonoma County (e.g., Face to Face, Food For Thought, Human Services Department, and Drug Abuse Alternatives Center (Center Point/DAAC)).

Surveillance and epidemiological analyses that inform prevention and care policies and services are conducted by the Department of Health Services (DHS). The Department also collaborates with community partners to coordinate and provide prevention services.

HIV/HCV Counseling and Testing is provided by Center Point/DAAC, SRCHC's-Vista clinic, Face to Face, WCHC, and Kaiser Santa Rosa at clinical and treatment centers, mobile van sites, community events, and at both Sonoma County adult detention facilities. Bolstering "Partner Services," which targets those at very high-risk for HIV infection, has been a recent focus. DHS hosted Partner Services trainings in 2013 and currently at least one person in each community clinic is now trained to provide Partner Services. The **HIV Prevention Task Force**, a subgroup of the HIV Service Providers Coalition, works to determine the best groups and venues for testing, education, and other prevention-focused interventions.

The **HIV Service Providers Coalition** meets monthly to collaborate on HIV prevention and care services; public awareness for HIV; best practices on HIV medical care, social services, and linkages to care; and identification of gaps in care and solutions to those gaps. All HIV agencies that provide medical and social services to clients with HIV/AIDS in Sonoma County participate in this coalition.

HIV/AIDS education is provided by a variety of organizations to a broad range of audiences. Public Schools are mandated to provide HIV/AIDS education in both middle and high schools. Face to Face

staffs a Speakers Bureau for the general public; presenters also go into schools to talk about living with HIV. Center Point/DAAC shares educational materials about substance use and the risks of HIV, hepatitis C virus (HCV), and other sexually transmitted infections in schools and treatment centers. The HIV Service Providers Coalition sponsors at least two forums annually for HIV/AIDS clients and service providers. Topics have included a) the results of a needs assessment for Sonoma County in 2011, and b) HIV and Aging with emphasis on medical and psycho-social changes. For clinicians, the North Coast AIDS Education Training Center, affiliated with University of California, San Francisco sponsors an annual all day HIV update training in addition to many other HIV/AIDS trainings.

Sonoma County HIV Prevention and Care Work Plan: The Sonoma County HIV Prevention and Care Work Plan, created by the HIV Prevention Task Force and endorsed by the Commission on AIDS, provides a county-wide coordinated work plan for the period of 2012 - 2015. The goals, objectives, and indicators closely align with the 2010 National HIV/AIDS Strategy, the 2012 California Integrated HIV Surveillance, Prevention and Care Plan, the County of Sonoma Strategic Plan (Safe, Healthy, and Caring Communities) and the Department of Health Services' Strategic Plan (Improve Health and Community Well-Being; Integrate and Strengthen Collaborative system). As stated in the Work Plan, Sonoma County "will become a place where new HIV infections are rare and when they do occur, every person, regardless of age, gender, race/ethnicity, sexual orientation, gender identity or socio-economic circumstance, will have unfettered access to high quality, life-extending care, free from stigma and discrimination." Overarching goals of the Sonoma County HIV Prevention & Care Work Plan include 1) reducing the number of new HIV infections, 2) increasing access to care and optimizing health outcomes, 3) reducing HIV-related disparities and health inequities, 4) achieving a more coordinated response to the HIV epidemic, and 5) monitoring the HIV epidemic through HIV/AIDS surveillance data to support and direct program and policy decisions.

Commission on AIDS Bylaws

In 2013, the Commission on AIDS revised its bylaws in response to the changing role of the Commission and the end of federal funding for HIV Services; the Commission no longer needs to fill the role of a planning council to oversee administration of federal funds. In addition, the Commission no longer monitors the delivery of services to HIV/AIDS patients since the responsibility for providing those services was transferred to community clinics. A number of additional changes to the landscape of the HIV/AIDS epidemic in Sonoma County, which are further detailed in the attached Annual Report, have influenced changes to the bylaws. Changes to the bylaws reflect the revised mission of the Commission, which includes keeping the Board informed on the status of HIV/AIDS in Sonoma County, informing the public on HIV issues, and decreasing stigma around HIV. Bylaws changes also include eliminating membership number requirements, which complied with the requirements to receive federal funding. The bylaws were unanimously approved by the Commission on August 14, 2013, and the Commission now requests approval by the Board of Supervisors.

Prior Board Actions:

In October 2011 the Board approved revisions to the Commission on AIDS bylaws. In December 2009 the Board approved revisions to the Commission on AIDS bylaws. In April 2009 the Board accepted a report on HIV/AIDS in Sonoma County.

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community

The Sonoma County Annual Report on HIV/AIDS is one of the tools used to inform and guide HIV care

and prevention efforts. Current prioritized efforts include enhancing HIV testing and counseling sessions which educate individuals and promote safe behavior, partner services which target those at greatest risk of infection, linkage to care which helps ensures individuals lower their viral load thereby reducing further spread of infection, and coordination among service providers. The Commission on AIDS informs the Board on HIV prevention, treatment, and advocacy in Sonoma County.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 0	County General Fund	\$ 0
Add Appropriations Req'd.	\$ 0	State/Federal	\$ 0
	\$	Fees/Other	\$ 0
	\$	Use of Fund Balance	\$ 0
	\$	Contingencies	\$ 0
	\$		\$
Total Expenditure	\$ 0	Total Sources	\$ 0

Narrative Explanation of Fiscal Impacts (If Required):

There are no fiscal impacts associated with this item.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Annual Report on HIV/AIDS In Sonoma County March 2014, Sonoma County HIV Prevention and Care Work Plan 2012 - 2015; Commission on AIDS Bylaws (redline and final).

Related Items "On File" with the Clerk of the Board:

Commission on AIDS Bylaws (final for signature)

Annual Report on HIV/AIDS IN SONOMA COUNTY

MARCH 2014

Karen Holbrook, MD, MPH Interim Public Health Officer
Eric Acuna, RN PHN, HIV Surveillance Coordinator
Theresa Lombardi, HIV Prevention Coordinator

Prepared by
Lucinda Gardner, MSPH, Epidemiologist

Copies of this report are available online at <http://www.sonoma-county.org/health/ph/hiv/data.htm>

EXECUTIVE SUMMARY

As of December 31, 2012, there are at least 1,310 adults and adolescents living with HIV infection or AIDS who were diagnosed in Sonoma County (941 AIDS; 369 HIV, non-AIDS). When undiagnosed individuals and those diagnosed elsewhere are considered, the burden of disease increases to an estimated 1,620 persons living with HIV infection or AIDS. The demographics of persons living with HIV/AIDS and of newly diagnosed individuals continue to change and are important to understand in order to guide services and prevention efforts.

Highlights and conclusions of this report include:

- The majority of persons currently living with HIV or AIDS in Sonoma County are white males.
- The number of newly diagnosed AIDS cases continues to decline, primarily a result of effective treatment.
- While the number of newly diagnosed HIV infections has declined from the peak in the early 1990s, over the past 10 years the number has remained relatively stable at approximately 40 per year.
- While the number of new diagnoses of HIV infection among males has declined over the past 10 years, the number over the past 5 years has remained relatively stable. The predominant risk factor in this group is men who have sex with men (MSM).
- The number of new diagnoses of HIV infection among women has remained relatively stable over the past 10 years. The primary risk factors for women recently diagnosed are heterosexual sex with a person who has, or is at high risk for HIV infection and injection drug use.
- While the number of new diagnoses of HIV infection among Whites has declined over the past 10 years, the number over the past 5 years has remained relatively stable.
- The number of new diagnoses of Hispanics/Latinos has remained stable over the past 10 years. The most common risk factors among Hispanics/Latinos are MSM and heterosexual sex with a person who has, or is at high risk for HIV infection.
- Newly diagnosed persons with HIV infection or AIDS reside throughout the county.

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SOCIODEMOGRAPHIC CHARACTERISTICS OF SONOMA COUNTY

Population

Sonoma County is a medium sized California County located sixty miles north of San Francisco. It is a mixed land use county, with approximately sixty-five percent of the acreage dedicated to open space and agriculture.¹ In 2012 the estimated total population was 489,283 residents.²

Race/Ethnicity

Persons in Sonoma County are predominately White (64.4%) followed by Hispanic/Latino (24.9%). The distribution of race and ethnicity varies by gender (Table 1). There is a slightly larger proportion of Hispanic/Latino and African American males and a slightly smaller proportion of White and Asian/Pacific Islander males compared to females (Table 1).

Foreign-born Persons

In 2010, approximately 16% of Sonoma County residents reported a non-US birth country.³ The majority of these persons were born in Mexico (63%).³

Among all Sonoma County persons reporting Hispanic/Latino ethnicity, 47% were foreign-born.³

Asian countries contributed the second largest proportion of non-US born residents (19%), most from South-East Asia, followed by Europe (12%).³

Age

Overall, the population in Sonoma County is older than the population in California (mean age 38 vs. 35).¹ The age distribution is not similar by race and ethnicity (Figure 1). Non-Hispanic/Latino Whites, Asian/Pacific Islanders, African Americans, and American Indian/Alaska Natives all have similar population distributions. Most notably, Hispanics/Latinos, the second largest population in Sonoma County, have a much younger age distribution when compared to these groups. Persons reporting one or more races (Multiracial, 2.3% of overall population) also have a much younger age distribution when compared to those non-Hispanic/Latino.

Figure 1 - Population Distribution by Race and Ethnicity
Sonoma County, 2012

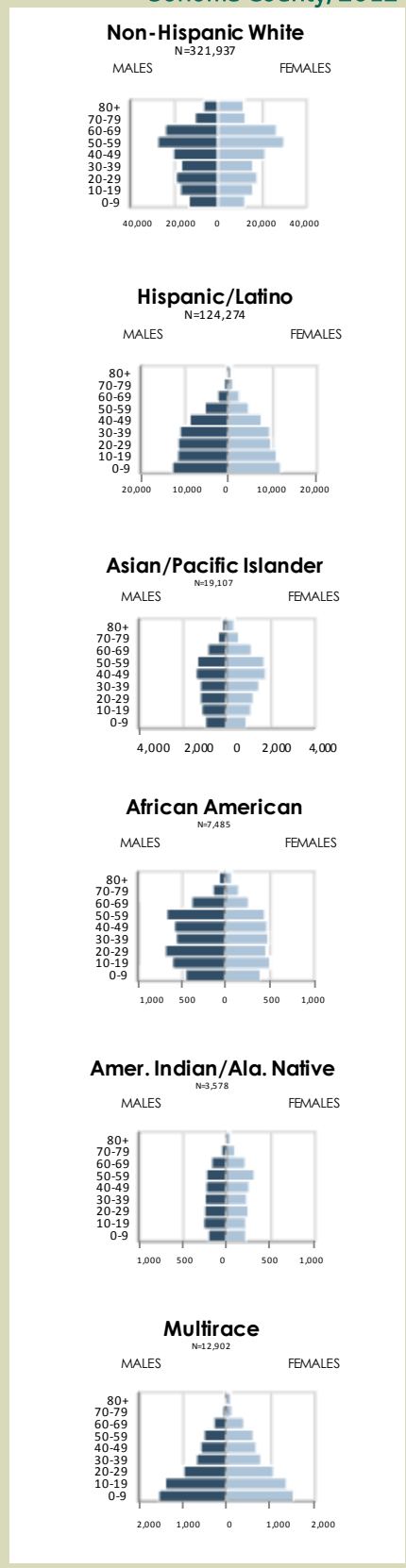


TABLE 1 – Race/Ethnicity by Gender

Sonoma County, 2012

	Males % N=241,083	Females % N=248,200	Total % N=489,283
Hispanic/Latino	27.0	23.9	24.9
Not Hispanic/Latino, 1 race			
White	64.5	67.1	64.4
African American	1.7	1.3	1.5
Amer. Indian/Alaska Nat.	0.7	0.8	0.7
Asian/Pacific Islander	3.6	4.2	3.8
Not Hispanic, of>1 race	2.5	2.7	2.6

THE SCOPE OF HIV/AIDS EPIDEMIC IN SONOMA COUNTY

Introduction

The following section summarizes data from HIV/AIDS Confidential Case Report Forms submitted to the County of Sonoma Department of Health Services by health care providers. This information allows examination of disease trends and helps determine to whom services should be targeted. The data presented in this report include only persons who were Sonoma County residents at the time of diagnosis with HIV infection or AIDS. The number of newly reported AIDS cases per year is becoming less reflective of the true burden of the HIV/AIDS epidemic in Sonoma County for the following reasons:

- Many people diagnosed with HIV infection who are on treatment are living longer and not progressing to AIDS for many years.
 - No system currently exists to track migration of individuals following an HIV infection or AIDS diagnosis. Migration may result in a different number of persons with HIV infection or AIDS residing and requiring services in Sonoma County than are represented in this report.
 - Some HIV or AIDS deaths may have occurred but have not yet been reported to the County health department (e.g., if a person with AIDS dies outside Sonoma County or California).
- California instituted a non-name, unique identifier HIV reporting system on July 1, 2002 and changed to name-based reporting in April 2006. The HIV cases reported here include only name-based cases reascertained or reported following the implementation of the 2006 law. Combining both HIV and AIDS data in this report provides a more representative sample of persons affected by the epidemic.
- Because many who are living with HIV infection have not yet been tested and do not know their status, the figures in this report underestimate the true scope of HIV infection in Sonoma County.

HISTORICAL AND CUMULATIVE DATA

AIDS in Sonoma County

From January 1, 1981 through December 31, 2012, 2,182 Sonoma County residents have been reported with AIDS (Figure 2). Of these cases, 1,241 have died, resulting in a case fatality ratio of 56.9% over the course of the epidemic. However, the overall mortality rate has fallen dramatically over the years. This reflects the gradual transition of AIDS from a fatal infection to a chronic illness due to improving treatment.

Concomitantly, the total number of persons living with AIDS has steadily increased over time (Figure 3). The decline in the number of newly diagnosed AIDS cases is partially due to better management of HIV causing a delay in conversion to AIDS. Currently, there are 941 persons living with AIDS who were diagnosed in Sonoma County.

FIGURE 2 - Cumulative AIDS Cases by Year Reported, Year of Diagnosis and Year of Death Sonoma County, 1981 - 2012

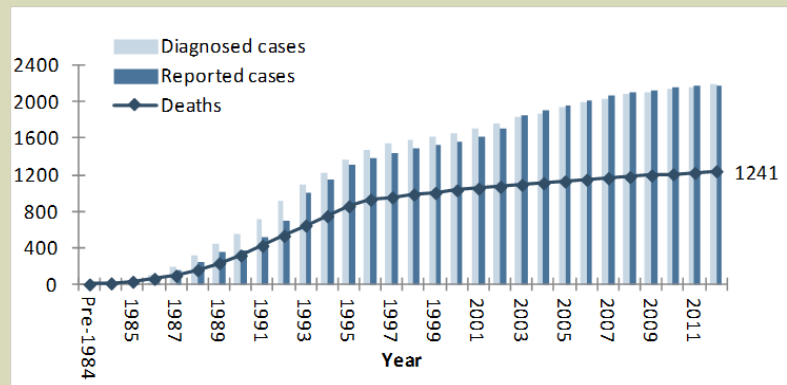
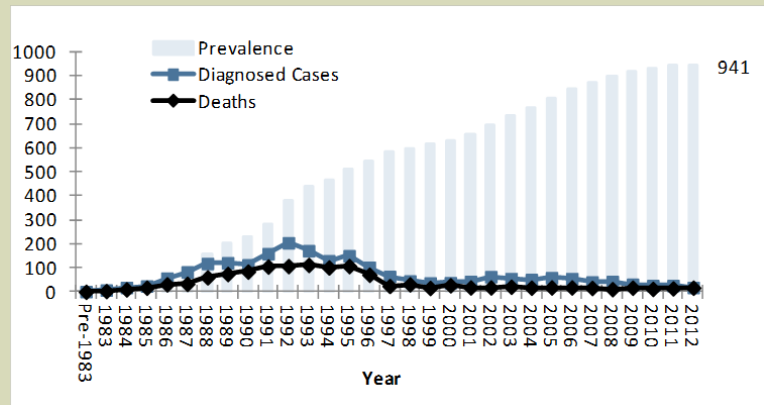


FIGURE 3 - AIDS Cases by Year of Diagnosis, Year of Death and Prevalence Sonoma County, 1981 - 2012



**TABLE 2 - Cumulative Incidence Rates* of AIDS by Race/ Ethnicity
Sonoma County, 1981 - 2012**

	Cumulative Incidence Rate	95% Confidence Intervals
White	565.9	(540.0, 591.9)
Hispanic/Latino	170.6	(147.6, 193.5)
African American	935.2	(717.1, 1153.3)
Other	154.6	(113.7, 195.4)
Total	441.3	(422.7, 459.8)

*Rates per 100,000 population and not age-adjusted
Source: California Electronic HIV/AIDS Reporting System

**Table 3 - Age at Diagnosis for All AIDS Cases
Sonoma County 1981 - 2012**

	Males		Females	
	N	%	N	%
<13	2	<1	6	4
13-19	3	<1	1	1
20-29	197	10	28	18
30-39	765	38	55	36
40-49	711	35	36	24
50-59	272	13	15	10
60+	79	4	12	8
Total	2029	92	153	8

Race/Ethnicity

The cumulative incidence rate (CIR) by race/ethnicity estimates the rate at which a particular race or ethnic group is being diagnosed with AIDS (Table 2). The Other/Unknown classification of race/ethnicity includes Asian/Pacific Islanders (n=27), American Indian/ Alaska Natives (n=15), and Multi-Race (n=15). These groups were combined into one category because the number of cases for any one of these groups alone was too small to calculate a statistically reliable CIR.

The highest CIR was seen for African Americans, followed by Whites. However, it is important to note that the fewer cases of AIDS in African Americans (n=70) compared to Whites (n=1835) and Hispanics/Latinos (n=219) may result in a less accurate representation of the CIR for African Americans. Hispanics/Latinos and the Other groups had a significantly lower CIR than Whites or African Americans.

Exposure Category

A hierarchical index following the Centers for Disease Control and Prevention guidelines is used to describe risk for acquiring HIV infection. If a patient has more than one possible exposure, excepting men who have sex with men and use injection drugs, the response closest to the top of the hierarchy is selected. Note that if a man with AIDS reported ever having sex with a man between 1977 and his first HIV-positive

test, he was placed in this category regardless of his sexual orientation. The categories are as follows:

- Men who have sex with men (MSM)
- Injecting drug use (IDU)
- Men who have sex with men and inject drugs (MSM/IDU)
- Hemophilia (HEM)
- Heterosexual contact (HET)
- Blood transfusion (XFUS)
- Risk not specified (RNS)

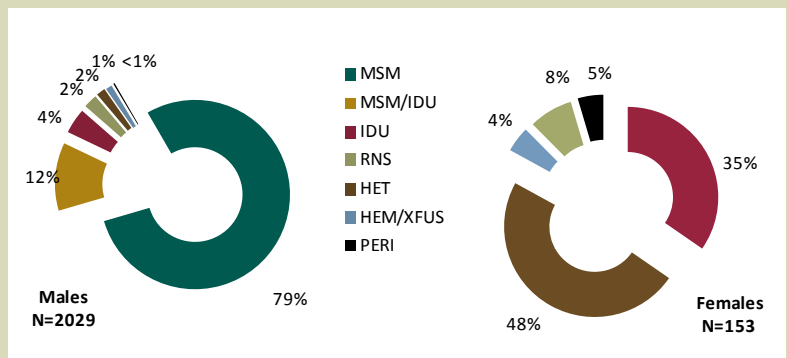
In the Figure 4, each AIDS patient is counted only once even though the patient may have reported multiple modes of exposure.

The majority of male AIDS cases reported having sex with men as the primary exposure category (79%, Figure 4). The majority of females reported heterosexual relations (48%) or IDU (35%) as primary exposures. These proportions are similar to all of California, where the majority (74%) of male AIDS cases reported MSM as their primary exposure⁶.

Age at Diagnosis

When diagnosed with AIDS, women are significantly younger than men (38 vs. 41 years, p<0.01 T-test with unequal variances). For both men and women the largest proportion of cases are diagnosed with AIDS between ages 30 and 39 (38% of males, 36% of females), followed by age 40-49 (35% of males, 24% of females, Table 3).

**FIGURE 4 - Percent of Adult AIDS Cases by Exposure Category and Gender
Sonoma County, 1981 - 2012**



CURRENT FACE OF THE EPIDEMIC

People living with HIV or AIDS

The number of Sonoma County residents diagnosed with HIV or AIDS and had no reported date of death as of December 31, 2012 were used to calculate the number of adults/adolescents living with HIV infection or AIDS. Some deaths may not have been reported (and not included in this data) especially if the person died outside the county.

The data in this section includes persons with both AIDS and HIV non-AIDS. Only persons who were living in Sonoma County at the time of their HIV or AIDS diagnosis are included in this analysis.

As of December 31, 2012, there are at least 1,310 adults and adolescents living with HIV infection or AIDS who were diagnosed in Sonoma County (941 AIDS; 369 HIV, non-AIDS). Due to the limitations in data collection, this number is not a true reflection of the local burden of HIV infection and AIDS, and only represents persons diagnosed with HIV or AIDS in Sonoma County. Additionally, an unknown number are unaware of their HIV status and are not reflected in the data.

It is estimated that at the end of 2012 there were approximately 1,620 persons living with HIV infection or AIDS in Sonoma County. This figure is based on a national estimate that assumes that 18.1% of persons who are HIV positive are unaware of their infection⁷.

Table 4 - Selected Characteristics of Persons Living with HIV Infection or AIDS

	Sonoma County – December 31, 2012			
	Persons living w/HIV/AIDS		Sonoma County Population	
	N	%	N	%
Diagnosis				
HIV	369	28	--	--
AIDS	941	72	--	--
Gender				
Male	1,159	89	241,083	49
Female	151	11	248,200	51
Race/Ethnicity				
White	995	76	321,937	66
Hispanic/Latino	193	15	124,274	25
Asian/Pacific Islander	31	2	19,107	4
African American	58	4	7,485	2
American Ind/Alaska Nat	13	1	3,578	1
Multi-Race	20	2	12,901	3
Current Age				
<13	0	0	74,473	15
13-19	5	<1	44,923	9
20-29	41	3	64,800	13
30-39	120	9	59,181	12
40-49	295	23	64,681	13
50-59	485	37	73,807	15
60+	362	28	107,417	22

Gender

The majority of persons living with HIV infection or AIDS are male (88%). Although the number of females living with HIV is comparatively small (N=151), women represent a group of special concern for HIV infection (see page 11).

Race/Ethnicity

The majority of persons currently living with HIV infection or AIDS report White race (76%, Table 4). Compared to the Sonoma County population, males overall and White and African American persons represent a larger proportion

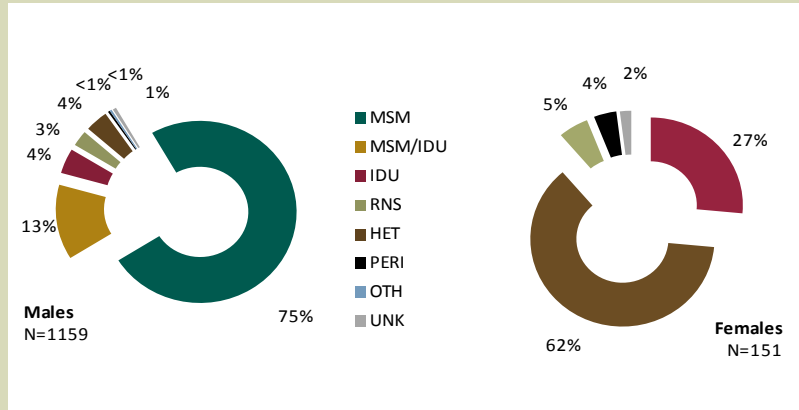
of cases of HIV infection and AIDS (76% vs. 66%, 4% vs. 2%, respectively, Table 4). Hispanic/Latino and Asian/Pacific Islanders represent a smaller proportion of cases when compared to the total Sonoma County population (15% vs. 25%, 2% vs. 4% respectively, Table 4).

Age

Persons living with HIV infection or AIDS have an older age distribution compared to Sonoma county overall. Eighty-eight percent of persons living with HIV infection or AIDS are aged 40 or older, compared to only 47% of the general population (Table 4).

FIGURE 5 - Percent of Adults Living with HIV Infection or AIDS by Exposure Category and Gender

Sonoma County, 1981 - 2012



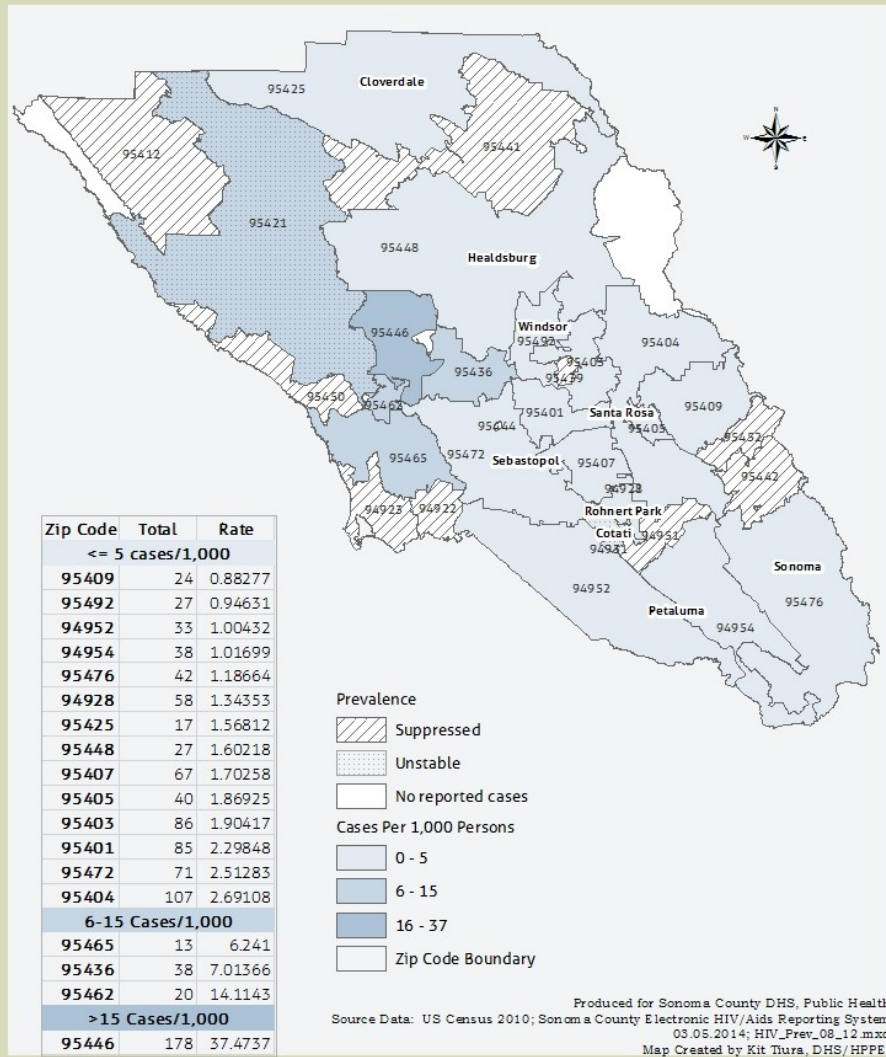
Mode of Exposure

The majority of males living with HIV infection or AIDS report having sex with men with or without intravenous drug use as their primary exposure (75% MSM + 13% MSM/IDU, Figure 5), whereas females report heterosexual contact or intravenous drug use as the primary exposure (62% HET and 27% IDU, Figure 5). Compared to all persons ever diagnosed with AIDS, those currently living with HIV infection or AIDS include a higher proportion of heterosexual exposures, particularly among females (Females: 62%, Figure 5 vs. 48%, Figure 4; Males: 4% Figure 5 vs. 2% Figure 4).

Geography

Persons living with HIV or AIDS reside throughout the county, but are most heavily concentrated in the West County zip codes of 95446 (Guerneville), 95462 (Monte Rio), 95421 (Cazadero) and 95436 (Forestville). Other zip codes with moderate concentration of persons living with HIV include 95465 (Occidental), 95472 (Sebastopol) and 95404 (Santa Rosa).

Figure 6 - Persons Living With HIV or AIDS by Zip Code of Residence at Diagnosis, Sonoma County - December 31, 2012



People Recently Diagnosed with HIV Infection

Since 1992, when the AIDS epidemic peaked in Sonoma County at 204 cases reported (as a result of expansion of the case definition by the CDC), the number of newly diagnosed AIDS cases by year has dropped dramatically. Between 2003 and 2012, an average of 43 AIDS cases were diagnosed each year (range 24 in 2011; 63 in 2002).

In 2012 there were 19 new AIDS cases and 28 new cases of HIV infection reported to Sonoma County Public Health. Of the 19 AIDS cases, 6 were conversions (prior diagnosis of HIV to AIDS) and the remaining 13 were first reported as simultaneous diagnoses of HIV infection and AIDS.

Cases over Time

To evaluate trends over time, incident cases are evaluated by date of first positive HIV test, regardless of current AIDS status. Because the number of cases reported each year is relatively small, the current years' data is presented with the most recent five and ten year time period for comparison (Table 5). **The 2012 data itself should be interpreted with caution as the overall number of cases is small and subject to significant fluctuations between years.**

Gender

In 2012, 33 new cases of HIV infection were men and eight were women. Although women account for a minority of those newly diagnosed with HIV infection the number of new infections in women has remained stable over time averaging six women each

Table 5 – Selected Characteristics of Persons Recently Diagnosed with HIV Infection

Sonoma County – 2003-2012

	2003-2012		2008-2012		2012 N
	Average N per year	Total Cases	Average N per year	Total Cases	
Total	43	430	38	188	41
Gender					
Male	37	367	32	159	33
Female	6	63	6	29	8
Race/Ethnicity					
White	27	274	23	117	26
Hispanic/Latino	10	99	9	46	8
Asian/Pacific Islander	2	15	1	7	2
African American	3	26	2	11	5
American Ind/Alaska Nat	0	4	0	2	0
Multi-Race	1	12	1	5	0
Age at Diagnosis					
<13	0	0	0	0	0
13-19	1	9	1	6	2
20-29	7	74	6	29	3
30-39	12	124	11	56	14
40-49	13	126	10	48	6
50-59	7	74	7	35	11
60+	2	23	3	14	5
Mode of Exposure					
MSM	24	240	22	109	25
MSM/IDU	5	51	4	20	3
IDU	3	26	2	11	0
Heterosexual Contact	7	67	4	21	5
Risk not Specified/Unknown	5	46	5	27	8

year (range 4-10, Table 5). Women as a group of special concern are addressed on Page 10.

Race/Ethnicity

In 2011, the majority of cases reported White race followed by Hispanic/Latino ethnicity (Table 5). Although Hispanics/Latinos account for a minority among those newly diagnosed with HIV infection the number of new infections in Hispanics/Latinos has remained stable over time averaging ten cases per year (range 4-

17, Table 5). Hispanics/Latinos as a group of special concern are addressed on Page 10.

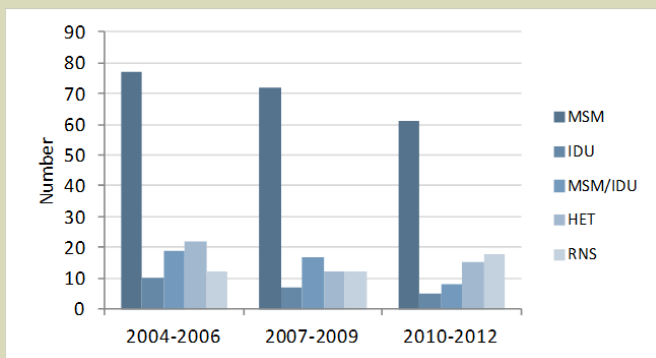
Age

Persons aged 30-39 experienced the highest average number of new diagnoses of HIV infection, followed by those aged 40-49 and 50-59 (Table 5).

There have been no new pediatric HIV cases reported in Sonoma County since 2000.

FIGURE 7 - Cases of HIV Infection by Mode of Exposure and Year of First Positive Test

Sonoma County, 2004 - 2012



Mode of Exposure

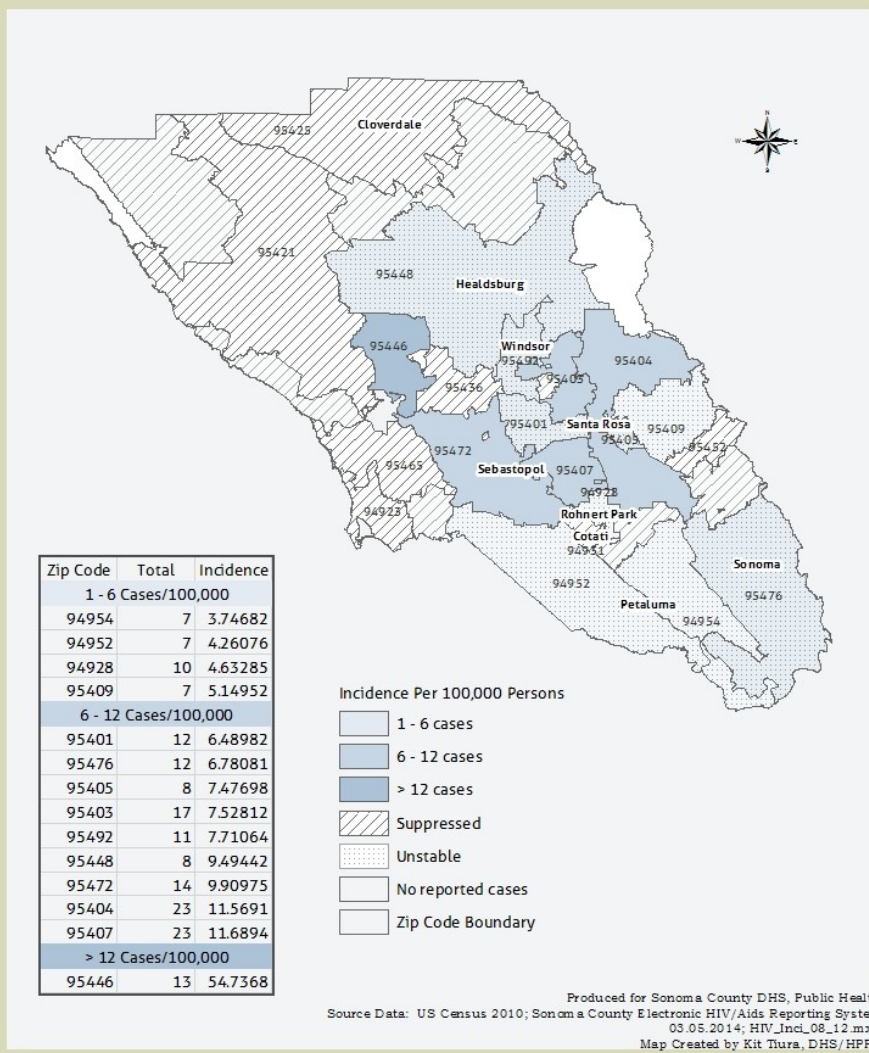
MSM remains the most frequently reported risk factor for HIV infection. The second most frequently reported risk factor is heterosexual sex with a person who has, or is at high risk for HIV infection (Table 5).

Although MSM is the most frequently reported risk factor, the number of new cases among MSM has decreased over time (Figure 7). An emerging risk factor of concern is persons who report unknown risk (RNS). The number of persons reporting RNS has increased from 12 in 2004-2006 to 18 in 2010-2012 (Figure 7).

Geography

Newly diagnosed persons with HIV infection reside throughout the county (Figure 8). Guerneville (zip code 95446) has the highest rate of recently diagnosed cases of HIV infection between 2008 and 2012 (N=13 cases, Figure 8). Other areas with high rates of diagnosis are throughout Santa Rosa (N=23, 95407; N=23, 95404) and Sebastopol (N=14, 95472). The greatest number of new infections, however, is occurring in Santa Rosa.

Figure 8 - Newly Diagnosed Cases of HIV Infection by Zip Code Sonoma County, 2008-2012



Groups of Special Concern

Late Entry to Care

Persons are considered to have late entry to care if their AIDS diagnosis occurred at the same time or within three months of their first diagnosis of HIV infection. It is possible that these persons were aware of their previous diagnosis of HIV, but were not reported to the County until their AIDS diagnosis. Further study is needed to evaluate whether these persons are truly late entry.

Thirty-five percent of persons diagnosed with HIV infection since 2008 were diagnosed with AIDS within three months. These cases are primarily White (52%) and Hispanic/Latino (33%), and the majority is male (84%). Compared to persons not co-diagnosed with HIV infection and AIDS, those who are co-diagnosed are more likely to be non-White (48% vs. 32%, $p < 0.01$, two-tailed Z) or be aged >44 years (51% vs. 35%, $p = 0.02$, two-tailed Z).

Hispanic/Latino Persons

The Hispanic/Latino population in Sonoma County is increasing, currently representing 25% of the total 2012 population compared to 14% in 1995.^{2,8} Half of Sonoma County Hispanic/Latinos are foreign born, the majority of these were born in Mexico.⁹ As a group, Hispanics/Latinos may face significant challenges to receiving medical care; approximately 20% are uninsured and 30% are living in poverty (0-99% FPL).⁹ Recent immigrants from Mexico may face multi-factorial barriers to social services and health care.¹¹

Nationally, Hispanics/Latinos continue to be disproportionately affected by the HIV/AIDS epidemic. While 16% of the US

population is Hispanic/Latino, Hispanics/Latinos accounted for approximately 19% of newly diagnosed AIDS cases nationwide in 2011¹⁰

Since 1981, 270 Hispanics/Latinos have been diagnosed with AIDS or HIV infection in Sonoma County. While the total number of new cases per year has declined overall, the number of new Hispanic/Latino cases has remained relatively constant, averaging about 10 cases per year since 2003 (range 4-17 cases per year). Over 60% of Hispanics/Latinos with HIV infection are immigrants from other countries, a higher proportion compared to all Hispanics/Latinos, in Sonoma County where 50% are foreign-born.

The most commonly reported mode of exposure for all persons with HIV infection or AIDS is MSM, followed by MSM/IDU, IDU only, and heterosexual exposure to a person who has, or is at high risk for HIV infection. For Hispanics/Latinos, MSM remains the most common exposure; however, the proportion of MSM is lower than that in non-Hispanics/Latinos (61% vs. 67%, respectively, Figure 9). Other risk factors, notably heterosexual exposure to someone who has, or is at high risk for HIV infection and unknown risk account for a larger proportion of

Hispanic/Latino cases than that of non-Hispanic/Latino cases (16% vs. 10%, 8% vs. 3%, respectively, Figure 9).

Women

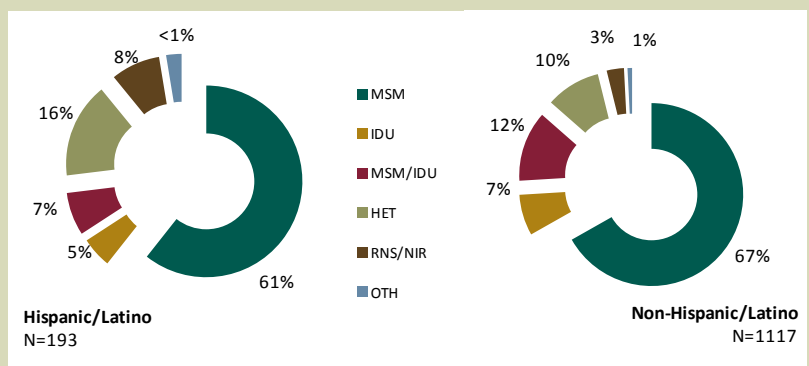
Since 1981, 206 women have been diagnosed with HIV infection or AIDS in Sonoma County (152 AIDS, 53 HIV). Of these, 151 are currently living with HIV infection or AIDS. Since 2002, an average of six women are diagnosed with HIV infection each year (range 4-10 cases per year).

Women of color account for approximately 46% new diagnoses of HIV infection in women since 2003.

The primary reported risk factors for women living with HIV infection or AIDS are heterosexual contact with someone who has, or is at high risk for HIV infection (62%), followed by intravenous drug use (27%, Figure 5, Page 7).

Factors affecting HIV infection among women include increased risk of transmission during vaginal intercourse (compared to the risk during vaginal intercourse for men) and lack of awareness of their male partners' past or current risk behavior.¹²

FIGURE 9 - Percent of Adults Living with HIV Infection or AIDS by Exposure Category and Ethnicity



INDICATORS OF RISK FOR HIV INFECTION

Increase in STD Rates

Sexually transmitted diseases (STDs) continue to be a problem in Sonoma County. Rates of Chlamydia and Syphilis are increasing in Sonoma County. In addition to complications from the diseases themselves, STDs can increase the risk of HIV transmission.

The rate of Chlamydia has been steadily increasing from a rate of 81.7 new cases per 100,000 population in 1999 to 309 new cases per 100,000 population in 2012. In 2012, women and men aged 20-24 years old had the highest incidence rate of Chlamydia. People of color, particularly Hispanics/Latinos and African Americans, are disproportionately affected by Chlamydia.

The rate of Gonorrhea has increased sharply in recent years from 19 cases per 100,000 persons in 2010 to 29 cases per 100,000 persons in 2012. Women aged 20-24 and men aged 24-29 years old have the highest incidence rates of Gonorrhea.

Sonoma County has experienced a significant increase in primary and secondary syphilis with 40 cases reported in 2012, most often reported in MSM. This trend is similar to California, where outbreaks of syphilis have occurred in MSM.¹⁴ In 2011-12, however, cases in both heterosexual men and women were reported, indicating a notable shift in the epidemic.

Substance Use

Substance use contributes to HIV transmission in many ways, including direct transmission via shared needles, impairing judgment and potentially facilitating high risk sexual behavior and, with some substances, decreasing the effectiveness of and adherence to antiviral treatment.

The use of methamphetamines contributes to risky sexual behavior that facilitates the transmission of sexually transmitted diseases, including HIV. A 2005 study of non-IDU MSM in San Francisco found that nearly one quarter of those recently infected reported amphetamine use in the past twelve months.¹⁵ Overall, researchers estimated that the annual incidence of HIV infection among MSM who use amphetamines was three times higher than non-users.¹⁵

In addition to the affect methamphetamines have on behavior, there are numerous negative health consequences. For persons already infected with HIV, methamphetamine use may decrease the effectiveness of anti-retroviral therapy causing the individual's viral load to increase, which in turn causes both a worsening of disease and increased likelihood of transmission.¹⁶

In California's publicly monitored

drug-treatment programs, methamphetamine was the most commonly reported primary drug and represented 27% of admissions in fiscal year 2010-2011.¹⁷

In Sonoma County, methamphetamine was listed as a primary drug of choice for 26% of persons entering publicly monitored treatment in FY 2012-13.¹⁸

A concerning, emerging trend is the reappearance of heroin use among those entering publicly funded treatment centers. In FY 2012-13, 11.9% of persons listed heroin as the primary drug of choice up from 8.6% in FY 2010-11.¹⁸ This is especially notable among those aged <25 with 16% of persons in this age group listing heroin as the primary drug in FY 2012-13.¹⁸

Some reports suggest that persons, especially youth, who might otherwise abuse prescription drugs are switching to heroin due to its low cost and availability.¹⁹

In FY 2012-13, 80% of those entering publicly funded treatment centers in Sonoma County were tested for HIV. Of those, 97.7% were informed of their results.¹⁸

SONOMA COUNTY HIV/AIDS CARE SERVICES

In Sonoma County, persons with HIV/AIDS are served by a robust network of service providers encompassing both direct medical care and social services. Information and education for clinicians, individuals with HIV/AIDS and the general public is provided by several organizations.

Primary Medical Care and Mental Health Services

For approximately twenty years the providers providing direct medical care for HIV infected persons was **Kaiser Santa Rosa, West County Health Centers** and the **Department of Health Services' HIV Clinic**. In 2009, the county HIV clinic closed, transferring HIV medical services to community clinics. Currently:

Kaiser - Santa Rosa continues to provide care to approximately 350 patients.

West County Health Centers - Sebastopol and Guerneville sites continue to provide care to approximately 320 patients.

Santa Rosa Community Health Centers (SRCHC) – Vista Family Health Center now provides medical care to approximately 600 patients in addition to detainees/inmates of the Sonoma County Adult Detention facilities.

These medical care providers are reimbursed for services via private insurance, Medi-Cal and Medi-Care. Although grant funding for medical care (e.g. Ryan White CARE Act federal funding) still exists it has decreased significantly over the past eight years.

Dental Health Services

Both **Vista Family Health Center** and **West County Health Center** provide dental health services for persons with HIV infection.

Social Services

Several agencies offer a variety of support services to clients with HIV/AIDS.

Face to Face hosts support groups and provides benefits counseling and case management services to approximately 600 clients.

Food For Thought runs a front-line food bank providing food and nutritional supplements to about 900 clients.

Human Services Department provides in-home support and other social services. These services are not HIV specific and clients with HIV/AIDS are not distinguished from others.

Community Care HIV/AIDS Program of Lake County runs a state-based housing program for clients in Lake, Mendocino and Sonoma Counties.

Most agencies within Sonoma County no longer receive HIV specific grant funding to support social services. The non-profit agencies provide services

through donations and other non-HIV specific grants.

Peers for Positive Change (PPC) is a non-profit organization providing support services for persons newly diagnosed with HIV infection. PPC hosts a warmline phone service that connects persons newly diagnosed with an advocate to provide direct assistance with obtaining needed services and support.

HIV Counseling and Testing

Patients receive HIV counseling and testing at medical care facilities in the context of a patient-clinician relationship. Most clinics also offer on-site drop in testing. In addition, HIV counseling and testing occurs at "alternative" sites. **Center Point/Drug Abuse Alternative Center (DAAC)** offers HIV counseling and testing at drug treatment centers and in the community via their mobile testing van (including high risk areas such as parks and bars). Both **SRCHC's-Vista Family Health Center, Face to Face, Center Point/DAAC** all offer counseling and testing at the **Sonoma County Adult Detention facilities**. In addition, **Vista Family Health Center** uses their mobile van to offer community testing. **Face to Face** provides on-site counseling and testing, as does **Planned Parenthood**.

Partner Services

Partner Services focuses on a group at very high-risk for acquiring HIV infection—partners of those already infected. Partner Services provides counseling on safe sex and encourages and supports notification and testing of partners. DHS hosted a Partner Services Trainings in March 2013 and currently at least one person in each community clinic is trained to provide Partner Services.

HIV Service Providers Coalition

The HIV Service Providers Coalition was established in 2009 to:

- Collaborate on HIV prevention and care services;
- Promote public awareness for HIV;
- Disseminate best practices on HIV medical care,
- Increase access to social services,
- Facilitate linkages to care for HIV positive clients;
- Identify and mitigate gaps in care.
- Coordinate and plan events.

This group meets monthly. Membership includes Center Point/DAAC, Community Care HIV/AIDS Program of Lake County, Face to Face, Food for Thought, Kaiser of Santa Rosa, North Coast Area AIDS Education and Training Center,

Peers for Positive Change, Santa Rosa Community Health Centers, Sonoma County Department of Health Services and West County Health Center.

HIV Prevention Task Force

This group is a subcommittee of the HIV Service Providers Coalition. It focuses on HIV prevention and determines the best targets groups and venues for testing and education. This group meets once per month as needed for projects and tasks.

Education

Clinical education on HIV/ADS is provided by **North Coast Area AIDS Education Training Center (AETC)**. Their mission is to:

- Provide health care professionals with the knowledge and skills necessary to care for HIV-infected patients;
- Increase the numbers of trained health care professionals working with HIV-infected patients;
- Respond to the needs of high-risk populations and the changing face of the epidemic.

AETC receives federal funding and is affiliated with University of California, San Francisco. They sponsor an all-day annual HIV update training and other trainings throughout the year.

Education for the public is provided by several agencies.

The **HIV Service Providers Coalition** sponsors at least two forums annually for HIV/AIDS clients. The general public is welcomed.

Face to Face provides a Speakers Bureau. These presenters go into schools and other venues to talk about living with HIV.

Center Point/DAAC provides education in schools and treatment centers on substance use and the risks of HIV, hepatitis C virus, and other sexually transmitted infections.

Syringe Exchange

Center Point/DAAC provides syringe exchange services. State law allows all pharmacies to sell up to thirty syringes to individuals without a prescription.

SONOMA COUNTY HIV/AIDS PREVENTION STRATEGY

Sonoma County HIV Prevention & Care Work Plan

Sonoma County HIV Prevention and Care Work Plan, created by the HIV Prevention Task Force and endorsed by the Commission on AIDS, provides a county-wide coordinated work plan for the period of 2012 – 2015. The goals, objectives, and indicators of this plan closely align with the 2010 National HIV/AIDS Strategy, the 2012 California Integrated HIV Surveillance, Prevention and Care Plan, the County of Sonoma Strategic Plan (Safe, Healthy, and Caring Communities) and the Department of Health Services’ Strategic Plan (Improve Health and Community Well-Being; Integrate and Strengthen Collaborative system). Overarching goals of the Sonoma County HIV Prevention & Care Work Plan include 1) reducing the number of new HIV infections, 2) increasing access to care and optimizing health outcomes, 3) reducing HIV-related disparities and health inequities, 4) achieving a more coordinated response to the HIV epidemic, and 5) monitoring the HIV epidemic through HIV/AIDS surveillance data to support and direct program and policy decisions.

Select indicators that monitor progress toward the first two goals are presented as follows.

Reducing new HIV Infections

To reduce the number of new HIV infections in Sonoma County three principles of communicable disease prevention and control are employed: recognition of infection (testing), suppression of infectious agents (treatment), and changing behavior to reduce exposure and transmission (e.g., safe sex practices like condom use, needle exchange). Specific

strategies to recognize infection (i.e., reduce the number of people who do not know their HIV status) include support for both routine and targeted testing, exploration of innovative testing activities, and promotion of partner services at the time of testing and throughout provision of care and treatment.

Alternative Site HIV Testing

Offering HIV counseling and testing at alternative, non-health care facility sites can enhance testing and identification of HIV infected persons. At the end of 2012, funding for testing was increased and there was a subsequent expansion in testing capacity. As a result, in 2013 the number of tests doubled and the number of newly identified HIV positive persons tripled (Figure 10).

In 2012, there were 1209 publicly funded HIV tests performed in Sonoma County. Of these, 5 were preliminary positive and all referred to medical care for confirmatory testing. In 2013, following the expansion of testing, 2798 HIV tests were performed and 17 preliminary positives were identified and referred to medical care for confirmation. Of the 22 per-

sons newly identified in 2012 and 2013 as preliminary positive for HIV infection, 21 had a verified medical visit (95% **successful linkage to care**).

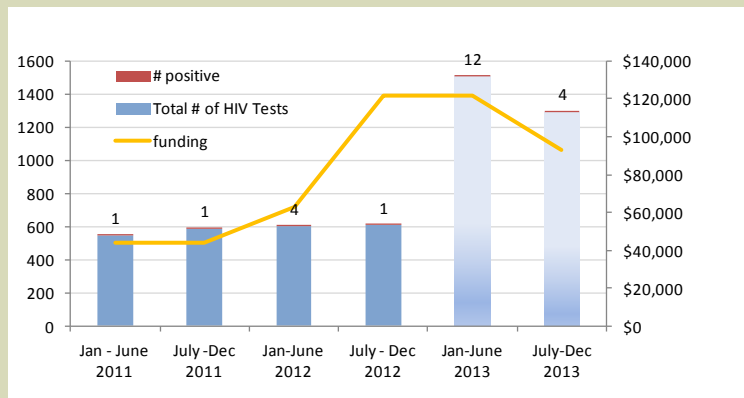
The HIV Service Providers Coalition is working to standardize HIV testing protocols for health care and non-health care settings with the support of the North Coast AIDS Education and Training Center.

Partner Services

The HIV Service Providers Coalition also strives to understand who is most at-risk for HIV so testing services are targeted appropriately. As described previously, a group at very high-risk for acquiring HIV infection are partners of those already infected.

Over the past year Sonoma County Department of Health Services has provided training for clinical staff at HIV throughout the county. At the end of 2013, eleven persons had received this training – one at each medical clinic providing HIV care as well as community clinics that focus on sexually transmitted infections, family planning, and women’s health.

FIGURE 10 - Publicly Funded HIV Tests and HIV Testing Funds Allocation Sonoma County, 2011—2013



Increasing Access to Care and Optimizing Health Outcomes

A key element in sustaining the health of those diagnosed with HIV infection is access to and utilization of appropriate medical care. The HIV care continuum is a model used to measure the ability of local HIV/AIDS care systems to successfully identify persons living with HIV infection and subsequently engage those diagnosed with HIV in a successful medical care program.

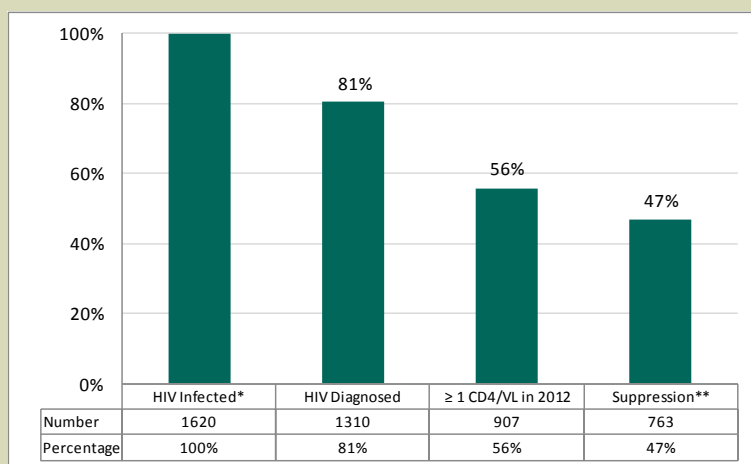
The HIV care continuum consists of five primary steps:

1. HIV infection
2. HIV diagnosis
3. Linkage to HIV care
4. Engaged in HIV care
5. Viral suppression

In Sonoma County, the number of persons living with HIV infection is estimated to be ~1620 persons, a calculated number based on the assumption that 18% of all persons with HIV infection are undiagnosed.²⁰

Among those diagnosed with HIV infection at the end of 2012 (N=1310), 907 had at least one interaction with medical care, measured by a reported CD4 or viral load lab test in 2012. This represents 56% (figure 11) of all persons with HIV infection and 69% of those with diagnosed HIV infection (Table 6).

FIGURE 11 - Sonoma County Continuum of Care for Persons living with HIV



*Estimate based on CDC data indicating that 18% of persons with HIV are undiagnosed
 **Persons are considered virally suppressed if their vial load is ≤200 copies/mL.

Among those with at least one interaction with medical care in 2012, 763 were virally suppressed (≤200 copies/mL). This represents 47% of all persons with HIV infection (figure 11) and 87.5% of persons with a viral load test. (Table 6). Nationally, the CDC estimates that only 25% of all people living with HIV infection, 30% of whom are diagnosed, are virologically suppressed.²¹

The results of this initial care analysis should be interpreted with caution. Some persons who appear to be out of care may be in care outside of California. As

such, County surveillance staff plan to verify this information the extent possible to assure an accurate reflection of care patterns within Sonoma County.

In an effort to monitor Sonoma County's progress on meeting the goals of the Sonoma County Prevention and Care work plan, selected care and prevention indicators will be reported (Table 6). Moving forward, these indicators will be evaluated for progress toward meeting national and local objectives and expanded to include other relevant data points as information becomes available.

Table 6 - Care and prevention indicators among new HIV diagnoses and PLWH

Sonoma County –2011 and 2012

	2011	2012
New HIV Diagnoses	43	41
Proportion with AIDS at diagnosis (w/in 3 months)	34.9%	31.0%
Proportion developing AIDS w/in 12 months	37.2%	35.7%
Proportion virally suppressed within 12 months	72.1%	69.0%
Persons Living with HIV, Diagnosed (PLWH)	1,297	1,310
Number of diagnosed PLWH who had ≥ 1 CD4 or VL test	--	907
Proportion virally suppressed among diagnosed PLWH	--	58.2%
Proportion virally suppressed among those with ≥1 viral load test	--	87.5%
Mortality rates among AIDS cases	1.6%	1.9%

COMMISSION ON AIDS

In 1987, in response to a growing public health crisis, the Sonoma County Board of Supervisors established the Commission on AIDS (COA). The purpose of the Commission was to advise the Board about the health and service needs of people with HIV infection, and make recommendations for services. In 1994, the Ryan White CARE Act allocated federal funding for Sonoma County for the medical treatment of HIV/AIDS (Part A) and for support services and required a planning council to oversee administration of those funds. The Commission met the requirements of a local planning council and assumed that role. In 2008-09, changes in the Ryan White CARE Act allocations resulted in a loss for Sonoma County of Part A which funded medical and support services. In July of 2010, the Department of Health Services transferred responsibility for the care of the patients at its HIV Clinic to community clinics (e.g., Santa Rosa Community Health Centers (SRCHC) and West County Health Centers (WCHC)) and concomitantly transferred Ryan White CARE Act funding Parts B, C, and D to SRCHC community clinics.

In 2013, the Commission on AIDS revised its bylaws in response to a variety of changes occurring in the landscape of the HIV/AIDS epidemic in Sonoma County including:

- Advances in the treatment of HIV infection such that with early diagnosis, proper treatment and diligent self-care, many people with HIV infection can look forward to a normal lifespan managing a chronic illness;
- Decreased (but not eliminated) stigma around HIV/AIDS, non-traditional sexual orientations and practices, and injection drug use;
- Integration of HIV diagnosis and care into mainstream medical care;
- Integration of education on HIV diagnosis and care into mainstream medical education;
- The presence of North Coast AIDS Education and Training Center;
- Transfer of the Ryan White CARE Act funds to community organizations;
- The presence of a vibrant HIV Services Providers Coalition and HIV Prevention Task Force.
- The presence of an HIV Speaker's Bureau and regular forums.
- Legislation mandating education about HIV/AIDS in public schools. Education Code 51930 & 51934
- Robust legal protections against discrimination based on HIV status.

Currently the COA's mission is to:

- Maintain HIV on the County's prevention agenda;
- Keep the Board of Supervisors aware of the progress of the HIV epidemic;
- Serve as a voice to the Department of Health Services and the board for those people who are not "at the table", such as young men having sex with men and the Latina population;
- Speak to the community at large about HIV and keep the issue in the public awareness;
- Decrease stigma around HIV;
- Encourage open discussions that lead to people getting tested, discovering their status, and providing needed support to neighbors or family members who may be living with HIV.

With these goals in mind, the COA approved the following scope of work:

- The COA will make two presentations to the Board of Supervisors annually. One will be in late November to coincide with World AIDS Day, December 1. One will be mid-year to address epidemiological information and any changes in the epidemic and every other year in the odd years will bring the Marshall Kubota Distinguished Service Awards.
- The Commission will meet regularly, four times a year, with an emphasis on preparing these reports to the Board.
- The Commission will maintain a connection with each of the following community groups: HIV Service Providers Coalition; HIV Prevention Task Force; World AIDS Day Planning Group, and other groups as identified and needed. The Department of Health Services will provide a liaison between the groups and the Commission.
- The Commission will develop a Communication Plan with an objective of educating and reaching out to the community. The plan may include press releases as part of the Board presentations, speaking engagements at community groups, formal and informal presentations at community events such as health fairs, farmers' markets, festivals, and Cinco de Mayo celebrations.
- The Commission will seek out members, who best reflect the face of the epidemic; and who bring information about services, consumer needs, and prevention efforts that might be available or can be implemented in Sonoma County.

These activities are in keeping with the by-laws of the Commission and are believed to meet the needs of the community, the Board of Supervisors and the Department of Health Services.

TECHNICAL NOTES

AIDS is defined by the standards developed by the Centers for Disease Control and Prevention (CDC). Revised in 1993, an HIV positive person is considered to have AIDS by the presence of one of several opportunistic infections commonly associated with advanced HIV disease, a CD4 T-lymphocyte count of 200 or less per uL, or a total CD4 percentage of total lymphocytes of less than 14.

Year Reported is the year an HIV or AIDS case is reported to the Sonoma County HIV/AIDS Reporting System.

Year of Diagnosis is the year an individual was diagnosed with HIV or AIDS.

Cumulative Cases is the total number of HIV or AIDS cases reported as of December 31, 2012.

Cumulative Number of Persons Living with AIDS and HIV infection is the total number of individuals with AIDS and HIV infection who were diagnosed and reported in Sonoma County and alive as of December 31, 2012.

Exposure Category is the classification that describes how a person was infected with HIV. A hierarchical index following CDC guidelines is used to describe how each person tested for HIV or diagnosed as an HIV or AIDS case acquired the virus. The CDC index is as follows:

Adult/adolescent exposure category

Men who have sex with men (MSM)
Injecting drug use (IDU)
Men who have sex with men and inject drugs (MSM/IDU)
Hemophilia/coagulation disorder (HEM)
Heterosexual contact (HET)
Sex with injecting drug user
Sex with bisexual male
Sex with person with hemophilia
Sex with transfusion recipient with HIV infection
Sex with HIV-infected person, risk not specified
Receipt of blood transfusion, blood components, or tissue (XFUS)
Other/risk not reported or identified (RNS)

Pediatric (<13 years old) exposure category

Hemophilia/coagulation disorder
Mother with/at risk for HIV infection:
Injecting drug use
Sex with injecting drug user
Sex with bisexual male
Sex with person with hemophilia
Sex with transfusion recipient with HIV infection
Sex with HIV-infected person, risk not specified
Receipt of transfusion, blood components, or tissue
Has HIV infection, risk not specified
Receipt of blood transfusion, blood components, or tissue
Other/risk not reported or identified

Each individual is counted only once in the hierarchy of exposure categories. Persons with more than one reported mode of exposure to HIV are classified in the exposure category listed first in the hierarchy, except for men with both a history of sexual contact with other men and injecting drug use. They make up a separate exposure category. Also, men who reported having sex with a man even once between 1977 and their first HIV-positive test are categorized either as "men who have sex with men" or "men who have sex with men and inject drugs."

Cumulative Incidence Rate (CIR) is a measure of the probability or risk of illness in a population over a period of time. The cumulative incidence rates were calculated using the number of newly diagnosed HIV or AIDS cases from 1981 through December 31, 2012 in a particular group (i.e., race/ ethnic group, living in a particular city or town, age group, etc.) and population projections from the California Department of Finance or the 2010 U.S. Census (referenced in the body of the report).

Case Fatality Rate (CFR) is the proportion of people in the AIDS case registry who have died. In California, the case fatality rate can be calculated for AIDS only because California did not report on those living with HIV prior to July 1, 2002.

Confidence Intervals include a high and low value around a rate to indicate how much variability is included in that rate. In this report, 95% confidence intervals are used to describe variability of cumulative incidence rates. When comparing rates between two groups, if the confidence intervals for the two rates overlap, then the difference between the two rates is not statistically significant at the 95% confidence level, meaning that the difference between the rates may be due to random variation.

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Sonoma County

HIV Prevention and Care Work Plan

2012 - 2015

As stated in the Vision for the National HIV/AIDS Strategy, Sonoma County, *“will become a place where new HIV infections are rare and when they do occur, every person, regardless of age, gender, race/ethnicity, sexual orientation, gender identity or socio-economic circumstance, will have unfettered access to high quality, life-extending care, free from stigma and discrimination.”*

Public Awareness and Advocacy

Outreach

Prevention

Early Identification

Core Medical and Support Services

Updated August 8, 2013

Authored in partnership with Drug Abuse Alternatives Center, Face to Face, Food for Thought, Kaiser Permanente, Peers for Positive Change, Santa Rosa Community Health Centers, Sonoma County Department of Health Services, UCSF/North Coast Area AIDS Education & Training Center, West County Health Centers, and other caring members of the community.

Sonoma County HIV Prevention and Care Work Plan 2012 – 2015

The goals, objectives and indicators selected for the Sonoma County plan closely align with established goals of the 2010 National HIV/AIDS Strategy (Department of Health and Human Services) and the 2012 California Integrated HIV Surveillance, Prevention, and Care Plan (California Department of Health Services, Office of AIDS) as indicated below. After stating the national goal and relevant California objective, we define our approach and present our local objectives.

To meet these local objectives, we have developed a companion document that outlines our planned activities, measures, and projected timeline, available by request.

	National Goal	California Objectives	Approach	Local Objectives
1	Reduce the number of new HIV infections in Sonoma County	A. Reduce the number of people who do not know their HIV status	<p><i>Support HIV testing (both routine in medical and targeted in non-medical settings)</i></p> <p><i>Support innovative testing activities that increase identification of undiagnosed HIV infections</i></p> <p><i>Emphasize partner services at the time of testing and ongoing through provision of care and treatment</i></p>	<ol style="list-style-type: none"> 1) Promote routine and targeted HIV testing 2) Support standardized data collection and analysis (LEOⁱ) 3) Bolster Partner Services countywide 4) Increase testing in the jail setting
		B. Promote community and individual behavior that reduces HIV transmission	<p><i>Reduce stigma and discrimination around HIV testing and against People Living with HIV (PLWH) to encourage testing, treatment and decrease transmission (see Goal 3).</i></p> <p><i>Adopt community level approaches to reduce HIV infection in high-risk communities.</i></p> <p><i>Promote programs/projects that provide or facilitate risk reduction/education</i></p>	<ol style="list-style-type: none"> 1) Develop social media and internet mechanisms 2) Support needle exchange 3) Support condom use 4) Other educational projects
		C. Decrease transmission of HIV by decreasing community viral load	<p><i>Fully implement AB 2541ⁱⁱ, which allows use of HIV surveillance data to assist in identifying HIV positive individuals not in care/link</i></p> <p><i>Allocate sufficient resources to map the HIV epidemic in all funded jurisdictions and increase capacity to monitor community viral load (see goal 5).</i></p>	<ol style="list-style-type: none"> 1) Implementation of evidence based practice 2) Fully implement AB 2541 3) Map the HIV epidemic

	National Goal	California Objectives	Approach	Local Objectives
2	Increase access to care and optimize health outcomes	<p>A. 100% of people living with HIV will receive appropriate and continuous medical care/support services</p>	<p><i>Monitor existing data for HIV medical care and support service usage</i></p>	<ol style="list-style-type: none"> 1) Determine the proportion of people living with HIV who are in continuous care 2) Evaluate key indicators (such as late to care, homelessness, substance use, etc.) to identify potential barriers to access 3) Promote priority placement and retention activities for people living with HIV in need of housing, substance use disorder services and/or mental health treatment 4) Explore medical and other service needs of people living with HIV who are aging (55+)
		<p>B. 100% of Office of AIDS funded testing sites will provide seamless, onsite linkage to care</p>		<ol style="list-style-type: none"> 1) Promote rapid and seamless linkages to care for all: <ul style="list-style-type: none"> - newly tested (prelim) positive for HIV - out of care persons living with HIV - recently released incarcerated persons living with HIV 2) Minimize barriers to receive services

	National Goal	California Objectives	Approach	Local Objectives
3	Reduce HIV-related disparities and health inequities	A. Decrease the number of new infections in gay and bisexual men, African Americans, Latinos and women by 25% as measured by HIV surveillance systems	<i>Use available data and existing research to identify populations experiencing HIV-related health disparities</i>	1) Monitor the epidemic to determine local populations disproportionately impacted by HIV 2) Provide focused assistance to populations with identified disparities in Sonoma County.
		B. Increase the proportion of HIV diagnosed (gay and bisexual men, African Americans, Latinos, women) with undetectable viral load by 20% as measured by ARIES and eHARS ⁱⁱⁱ		
		C. Address social determinants of health and cofactors that contribute to disease progression among HIV+ individuals	<i>Develop strategies to reduce stigma and discrimination about HIV in communities disproportionately impacted by HIV</i>	1) Develop & implement countywide and targeted community awareness plans to decrease stigma about HIV/AIDS

	National Goal	California Objectives	Approach	Local Objectives
4	Achieve a more coordinated response to the HIV epidemic in Sonoma County	A. Enhance collaboration between medical providers, support service providers, DHS, community groups and advocacy organizations		1) Foster a network of providers, DHS and community members 2) Assess county-wide prevention efforts
		B. Provide expertise, informational forums and continuing education opportunities for HIV care providers		1) Provide high quality health care for people living with HIV
		C. Monitor the overall health of the local HIV care system		1) Assess the effects of health care reform on Sonoma County's HIV system of care

	California Goal	California Objectives	Approach	Local Objectives
5	Monitor the HIV Epidemic Through HIV/AIDS Surveillance Data to Support and Direct Program and Policy Decisions	A. Annually evaluate HIV/AIDS surveillance data, HIV testing, hepatitis and other data sources to determine the state of the epidemic and identify emerging trends	<i>Build on past HIV/AIDS work by all agencies to create an integrated, useful and comprehensive epidemiological profile of HIV/AIDS in Sonoma County</i>	1) Utilize existing data streams (eHARS, LEO, CalREDIE ^{iv}) to produce an integrated HIV profile annually (Epi Report) 2) Investigate the potential to gather, evaluate and summarize novel data streams from community providers to potentially include in the annual Epi Report
		B. Concentrate HIV prevention efforts in geographic areas and populations consistent with the epidemic	<i>Compare the results of local analysis with state and national trends to highlight the unique characteristics of the epidemic in Sonoma County.</i> <i>Foster open communication and facilitate data exchange between county agencies and community partners</i>	1) Continue to monitor new cases for emerging trends in exposure, geography, and risk factor. 2) Publish and present findings to community partners

ⁱ LEO: Local Evaluation Online, California Department of Public Health

ⁱⁱ California Assembly Bill 2541: http://www.leginfo.ca.gov/pub/09-10/bill/asm/ab_2501-2550/ab_2541_bill_20100929_chaptered.pdf

ⁱⁱⁱ ARIES: AIDS Regional Information and Evaluation System, a centralized HIV/AIDS client management system used by Ryan White-funded service providers and eHARS: Electronic HIV/AIDS Reporting System, National Centers for Disease Control

^{iv} CalREDIE: California Reportable Disease Information Exchange, California Department of Public Health

SONOMA COUNTY COMMISSION ON AIDS
BYLAWS

(Approved by the Commission on AIDS February 14, 2007, revised May 9, 2007, Approved by the Sonoma County Board of Supervisors June 26, 2007)

Subsequently revised on March 5, 2008

Subsequently revised on September 10, 2008

Approved by the Sonoma County Board of Supervisors October 14, 2008

Approved by the Sonoma County Board of Supervisors December 15, 2009

Approved by the Sonoma County Board of Supervisors October 18, 2011

Approved by the Sonoma County Board of Supervisors May 13, 2014

ARTICLE I - NAME

The name of this Commission shall be the Sonoma County Commission on AIDS.

ARTICLE II - AUTHORITY AND PURPOSE

In order to improve the lives of people affected by or at risk for HIV in Sonoma County, the Commission on AIDS shall:

Section 1. Provide advice and recommendations to the Board of Supervisors on HIV policy issues and on the need for HIV-related education and prevention services, treatment, and supportive services, and on any other related matters the Board of Supervisors refers to it, or which the Commission itself raises.

Section 2. Mission Statement

The COA's mission is to:

- Maintain HIV on the County's prevention agenda;
- Keep the Board of Supervisors aware of the progress of the HIV epidemic;
- Serve as a voice to the Department of Health Services and the Board for those people who are not "at the table," such as young men having sex with men and the Latina population;
- Speak to the community at large about HIV and keep the issue in the public awareness;
- Decrease stigma around HIV;
- Encourage open discussions that lead to people getting tested, discovering their status, and providing needed support to neighbors or family members who may be living with HIV.

~~Serve as a bridge, bringing together people living with and/or affected by HIV/AIDS and county policy makers to support the community in addressing prevention, care, and the preservation of human rights. The Commission on AIDS will focus on the following areas:~~

~~Prevention/ Education/Outreach:~~

~~Educate COA members and the community~~

~~increase HIV/AIDS awareness~~

~~Use (world/national) calendar of HIV/AIDS related highlights as a prompt/framework~~

~~Support community forums/events~~

~~Consumer Voice:~~

~~Recruit a diverse membership~~

~~Create and solicits opportunities for community and consumer involvement~~

~~Policy Issues/Development:~~

~~Review and analyze policy changes affecting local system of care~~

~~Connect with other networks and groups~~

~~Integrated System of Care:~~

~~Report on services, consumer input, the system of care~~

~~Identify and report on needs and gaps~~

~~Act as a support/resource for the system of care~~

ARTICLE III - MEMBERSHIP

Section 1. Membership. Commission membership may include representatives from the following populations and agencies:

- (a) People living with and/or affected by HIV/AIDS;
- (b) Healthcare providers including hospitals, clinics, health care and discharge planning;
- (c) Community-based HIV/AIDS Service Organizations;
- (d) Social Service providers;
- (e) Mental Health providers;
- (f) Community leaders;
- (g) Substance Use providers;
- (h) People of Color;
- (I) Individuals from the elder community;
- (j) Individuals specializing in maternal and child health;
- (k) People living with disabilities;
- (l) High school or college student;
- (m) Faith community leaders;
- (n) Individuals who represent Gay/Lesbian/Bisexual/Transgender/Queer/ Questioning/Intersex (GLBTQQI);
- (o) Individuals who represent Criminal Justice

The Commission will strive for 33% of membership to be persons affected by or living with HIV disease, and will strive for representation from all geographic areas of the county.

Section 2. Membership Status. There are two levels of membership status; Members, and ex-officio Members. The term "Commissioners" will be used to refer to both types of members.

- a. Members are persons appointed to represent a particular perspective. They have the full rights, privileges and responsibilities of members as described in the Bylaws and policies and procedures.
- b. Ex-officio members are persons appointed by reason of their office. They have the full rights and privileges of members. However, they are exempt from the following membership requirements:
 - i. they are not subject to term limits;
 - ii. they are not subject to the meeting attendance requirements as specified in ARTICLE III, Section 7;
 - iii. they are excluded from meeting quorum requirements as specified in ARTICLE IV, Section 5, and;
 - iv. ex-officio members are not required to participate on Commission Committees.

The following members are designated as ex-officio Members:

- Designated representative of the Department of Health Services
- Designated representative of the Human Services Department

Section 3. Appointment Authority. The Sonoma County Commission on AIDS or any committee or task force as authorized by the Commission shall review all applicants and within ninety days, submit names to the Board of Supervisors for selection and appointment. The Commission shall follow an open, written process for recruiting and nominating new applicants. Selection will be based upon written criteria, which shall include a conflict of interest standard that is in accordance with the Board of Supervisors.

~~Section 4. Size of Commission. There may be a minimum of 10 and a maximum of 25 members.~~

~~Section 5. Confidentiality. Members appointed with HIV Disease serving as representatives of persons affected by or living with HIV disease, may, at their option, request confidentiality from the other Commission members.~~

Section 6.5. Terms. A Commissioner's initial term on the Commission shall expire on the second anniversary of appointment. All subsequent terms will be for two-year periods. Reappointment is at the option of the Board of Supervisors.

Section ~~76~~. Attendance. Members are expected to attend all meetings of the Commission. Members who have three consecutive ~~or five cumulative~~ absences from Commission meetings in a twelve month period shall be deemed to have resigned from the Commission. This resignation can be appealed.

Section ~~87~~. Leave of Absence. A written request for a leave of absence, up to three months, shall be allowed for pressing personal reasons and such requests shall be honored by this Commission. Any request for an extension of a leave, or an additional leave request within a twelve month period, shall be reviewed by the full Commission or any committee or task force as authorized by the Commission.

Section ~~98~~. Resignation. A Commissioner shall serve his/her designated term unless he/she shall resign, or shall be removed, or otherwise be disqualified to serve. Any Commissioner may resign at any time by giving written notice to the Commission Chair and staff, or the Board of Supervisors. Such resignation shall take effect at the date of receipt of such notice by the Board of Supervisors.

Section ~~109~~. Removal. Commissioners may be removed for cause pursuant to standards adopted by the Board of Supervisors. The following would constitute standards for removal:

- a. Loss of the status which qualified the member for appointment to the Commission.
- b. Habitual conduct which disrupts the Commission and interferes with the conduct of business of the Commission.
- c. Conduct which would have a negative impact on the integrity of and/or the community's confidence in the Commission.

Prior to any Commissioner being removed for (b) or (c) above, he/she shall receive written notice of the intent to remove and the reasons for removal. The Commissioner shall be given 15 days in which to respond in writing or in person to the Commission. Upon receipt of the response or after 15 days from the date of notice, the members of the Commission shall vote on the matter. Upon a majority vote by the Commission for removal, written notification of said action shall be sent to the Board of Supervisors. The effective date of removal shall be that date upon which the removal is approved by the Board of Supervisors.

Section ~~110~~. Commission Vacancies. A vacancy shall exist when a Commissioner submits a written resignation to the Commission Chair and the Board of Supervisors, or when a Commissioner is removed from the Commission for cause pursuant to Article III, Section ~~10-9~~ of the bylaws.

When a vacancy occurs on the Commission, Commission staff, Commissioners or any committee or task force as authorized by the Commission will identify suitable replacements. The names of all qualified applicants will be submitted to the Board of Supervisors, for selection and appointment.

Section ~~1211~~. Public Communications. Whenever Commissioners are communicating in any public setting on any controversial AIDS-related issue, they will clearly indicate whether they are advocating an official position of the Commission or are speaking strictly for themselves or for another organization. An official position is one that has received a majority vote of Commission members and is duly adopted.

ARTICLE IV- MEETINGS

Section 1. Brown Act. All meetings shall be conducted in accordance with the Brown Act (Government Code Sections ~54950 et ~~seeseq.~~).

Section 2. Business Meetings. Business meetings of the Commission shall be held regularly. One week prior to such business meeting, the Chair or staff shall send a copy of the agenda of the next regular meeting (with the minutes of the previous regular meeting) to all members of the Commission. The Chair may cancel any regular meeting by giving written notice of at least seventy-two (72) hours before the regularly scheduled meeting time. This requirement of notification prior to cancellation shall not be waived under any circumstances or conditions.

Section 3. Special Meetings. Special meetings may be called by the Chair or 30% of Commissioners at any time by giving notice thereof by mail, fax, e-mail, or phone to all members of the Commission. Such notice shall specify the time and place of such meeting and the agenda thereof and shall be delivered at

least seventy-two (72) hours before the time of such meeting. Only items on the agenda of the special meeting may be considered at said special meeting.

Section 4. Voting. While the Commission will strive for consensus, every official action taken by the Commission shall be adopted by a simple majority vote of all members present. A roll call vote shall be taken when requested by any Commissioner in attendance.

Section 5. Quorum. A quorum of the Commission must be present at any regular or special meeting in order for a formal decision to be made on any matter. A quorum is defined as 50% plus one of the active members. Members present at a duly called or held meeting at which a quorum is present may continue to do business until adjournment, notwithstanding the withdrawal of enough members to have less than a quorum.

Section 6. Staff. Staff support for the Commission on AIDS shall be provided by the Department of Health Services.

Section 7. Notice. Commission meetings will be open and public, with notice of the time and place given to the public and Commissioners at least seventy-two (72) hours before the time of such meeting.

Section 8. Public Participation. Representatives from HIV/AIDS programs or organizations concerned with issues surrounding the HIV epidemic may request items be placed on the agenda by notifying the Chair at least ten (10) days before a regularly scheduled meeting. All speakers at Commission meetings not making a previously scheduled presentation shall be limited by the Chair to a fixed time limit unless a majority of the Commission votes to extend the time limit.

ARTICLE V - OFFICERS

Section 1. Officers of this Commission shall be Chair, Vice-Chair, and Secretary. Persons appointed to officially represent the Department of Health Services or its Divisions may not serve as Chair.

Section 2. Officers shall be nominated at the regular October meeting of the Commission. Nominations shall be made by a Nominating Committee appointed by the Commission or any committee or task force as authorized by the Commission. Elections will be held ~~at the regular November meeting~~ once annually.

Section 3. The officers shall be elected to serve for one calendar year, or until the next regularly scheduled election.

Section 4. No officer shall be eligible to serve more than three consecutive terms in the same office.

Section 5. The Chair shall be the chief executive officer of the Commission and shall have the general powers and duties of management usually invested in the office of Chair, and shall have the other powers and duties as may be prescribed by the Commission. The Chair shall preside at all meetings of the Commission.

Section 6. The Vice-Chair shall function as the Chair in the absence, or inability to serve, of the Chair, and shall perform such other duties as the Commission may designate.

Section 7. The Secretary is responsible for the accuracy, completeness and distribution of the minutes of each meeting to the members of the Commission and others who regularly receive them, as well as for such other communications and documents as may time to time be required. The Secretary is also responsible for recording attendance and attendance review ~~annually~~ quarterly for compliance with Article III Section ~~7-6~~ of the bylaws.

Section 8. Should the office of the Chair or Vice Chair or Secretary become vacant during the term of such office, the Commission shall elect a successor from its membership at the earliest meeting at which such election would be practical, and such election shall be for the unexpired term of such office.

ARTICLE VI - COMMITTEES AND SUBCOMMITTEES

Section 1. There shall be such committees and task forces designated as the Commission shall deem necessary to accomplish the purposes set forth in Article II of these bylaws. Committees or task forces may be given specific duties, assignments, and/or tasks by the Commission.

Each committee is responsible for developing and conforming to its own policies and procedures, subject to approval by the Commission. The Commission shall create committees and Task Forces as needed. The duties and responsibilities of these committees and Task Forces shall be defined by the Commission.

ARTICLE VII - CONTRACTS

The Commission and/or members thereof shall not have the power or authority to bind the County of Sonoma by any contract or agreement.

ARTICLE VIII - CONFLICT OF INTEREST

In order to assure their independence and impartiality on behalf of the public good, Commissioners are prohibited from using their official positions to influence decisions in which they have a financial interest, or an organizational responsibility, or where they have a personal relationship that would constitute a conflict of interest.

Commissioners should avoid taking any action that could be construed as, or create the appearance of, using public office for personal gain, including use of the title of Commissioner and/or Commission stationery or other County resources to obtain or promote personal interests and/or business.

ARTICLE IX - AMENDMENTS

A recommendation to the Board of Supervisors to amend these bylaws may be made at any regular meeting of this Commission by a two-thirds vote of the appointed members of the Commission, provided that copies of the proposed amendments are sent to all members of the Commission at least ten days prior to the meeting at which such action is taken. The amendment will not be effective until and unless it is approved by majority vote of the Board of Supervisors.

ARTICLE X - MINUTES

There shall be official minutes of the proceedings of the Commission. The Commission Secretary shall be responsible for such minutes. The Commission staff shall serve as recording secretary and be responsible for the sending of minutes and agendas to all Commission members and others who are to receive them. Minutes will be certified by the Commission in a timely manner, and copies of minutes will be maintained by the Department of Health Services. All public documents may be accessed on the Internet.

ARTICLE XI – LEGAL COMPLIANCE

The Sonoma County Commission on AIDS shall comply with the legal requirements of the County of Sonoma, and the State of California.

ARTICLE XII - PARLIAMENTARY AUTHORITY

Except as otherwise provided above, the meetings of the Commission shall be guided by the rules of procedure promulgated in Robert's Rules of Order, newly revised.

ARTICLE XIII - EXECUTIVE DATE

These bylaws and future amendments thereto, unless otherwise specified, shall become effective upon approval by the Sonoma County Commission on AIDS and the adoption of the Sonoma County Board of Supervisors.

Passed and approved by the Sonoma County Commission on AIDS on the date below by the following vote:

Dated: August 14, 2013

Signature of Commission Chair: _____

Passed and approved by the Sonoma County Board of Supervisors on the date below by the following vote:

Dated: _____

Signature of Board Chair: _____

~~APPROVED AS TO FORM:~~

~~Deputy County Counsel:~~ _____

SONOMA COUNTY COMMISSION ON AIDS
BYLAWS

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- b. Habitual conduct which disrupts the Commission and interferes with the conduct of business of the Commission.
- c. Conduct which would have a negative impact on the integrity of and/or the community's confidence in the Commission.

Prior to any Commissioner being removed for (b) or (c) above, he/she shall receive written notice of the intent to remove and the reasons for removal. The Commissioner shall be given 15 days in which to respond in writing or in person to the Commission. Upon receipt of the response or after 15 days from the date of notice, the members of the Commission shall vote on the matter. Upon a majority vote by the Commission for removal, written notification of said action shall be sent to the Board of Supervisors. The effective date of removal shall be that date upon which the removal is approved by the Board of Supervisors.

Section 10. Commission Vacancies. A vacancy shall exist when a Commissioner submits a written resignation to the Commission Chair and the Board of Supervisors, or when a Commissioner is removed from the Commission for cause pursuant to Article III, Section 9 of the bylaws.

When a vacancy occurs on the Commission, Commission staff, Commissioners or any committee or task force as authorized by the Commission will identify suitable replacements. The names of all qualified applicants will be submitted to the Board of Supervisors, for selection and appointment.

Section 11. Public Communications. Whenever Commissioners are communicating in any public setting on any controversial AIDS-related issue, they will clearly indicate whether they are advocating an official position of the Commission or are speaking strictly for themselves or for another organization. An official position is one that has received a majority vote of Commission members and is duly adopted.

ARTICLE IV- MEETINGS

Section 1. Brown Act. All meetings shall be conducted in accordance with the Brown Act (Government Code Sections ~54950 et seq.).

Section 2. Business Meetings. Business meetings of the Commission shall be held regularly. One week prior to such business meeting, the Chair or staff shall send a copy of the agenda of the next regular meeting (with the minutes of the previous regular meeting) to all members of the Commission. The Chair may cancel any regular meeting by giving written notice of at least seventy-two (72) hours before the regularly scheduled meeting time. This requirement of notification prior to cancellation shall not be waived under any circumstances or conditions.

Section 3. Special Meetings. Special meetings may be called by the Chair or 30% of Commissioners at any time by giving notice thereof by mail, fax, e-mail, or phone to all members of the Commission. Such notice shall specify the time and place of such meeting and the agenda thereof and shall be delivered at least seventy-two (72) hours before the time of such meeting. Only items on the agenda of the special meeting may be considered at said special meeting.

Section 4. Voting. While the Commission will strive for consensus, every official action taken by the Commission shall be adopted by a simple majority vote of all members present. A roll call vote shall be taken when requested by any Commissioner in attendance.

Section 5. Quorum. A quorum of the Commission must be present at any regular or special meeting in order for a formal decision to be made on any matter. A quorum is defined as 50% plus one of the active members. Members present at a duly called or held meeting at which a quorum is present may continue to do business until adjournment, notwithstanding the withdrawal of enough members to have less than a quorum.

Section 6. Staff. Staff support for the Commission on AIDS shall be provided by the Department of Health Services.

Section 7. Notice. Commission meetings will be open and public, with notice of the time and place given to the public and Commissioners at least seventy-two (72) hours before the time of such meeting.

Section 8. Public Participation. Representatives from HIV/AIDS programs or organizations concerned with issues surrounding the HIV epidemic may request items be placed on the agenda by notifying the Chair at least ten (10) days before a regularly scheduled meeting. All speakers at Commission meetings not

making a previously scheduled presentation shall be limited by the Chair to a fixed time limit unless a majority of the Commission votes to extend the time limit.

ARTICLE V - OFFICERS

Section 1. Officers of this Commission shall be Chair, Vice-Chair, and Secretary. Persons appointed to officially represent the Department of Health Services or its Divisions may not serve as Chair.

Section 2. Officers shall be nominated at the regular October meeting of the Commission. Nominations shall be made by a Nominating Committee appointed by the Commission or any committee or task force as authorized by the Commission. Elections will be held once annually.

Section 3. The officers shall be elected to serve for one calendar year, or until the next regularly scheduled election.

Section 4. No officer shall be eligible to serve more than three consecutive terms in the same office.

Section 5. The Chair shall be the chief executive officer of the Commission and shall have the general powers and duties of management usually invested in the office of Chair, and shall have the other powers and duties as may be prescribed by the Commission. The Chair shall preside at all meetings of the Commission.

Section 6. The Vice-Chair shall function as the Chair in the absence, or inability to serve, of the Chair, and shall perform such other duties as the Commission may designate.

Section 7. The Secretary is responsible for the accuracy, completeness and distribution of the minutes of each meeting to the members of the Commission and others who regularly receive them, as well as for such other communications and documents as may time to time be required. The Secretary is also responsible for recording attendance and attendance review annually for compliance with Article III Section 6 of the bylaws.

Section 8. Should the office of the Chair or Vice Chair or Secretary become vacant during the term of such office, the Commission shall elect a successor from its membership at the earliest meeting at which such election would be practical, and such election shall be for the unexpired term of such office.

ARTICLE VI - COMMITTEES AND SUBCOMMITTEES

Section 1. There shall be such committees and task forces designated as the Commission shall deem necessary to accomplish the purposes set forth in Article II of these bylaws. Committees or task forces may be given specific duties, assignments, and/or tasks by the Commission.

Each committee is responsible for developing and conforming to its own policies and procedures, subject to approval by the Commission. The Commission shall create committees and Task Forces as needed. The duties and responsibilities of these committees and Task Forces shall be defined by the Commission.

ARTICLE VII - CONTRACTS

The Commission and/or members thereof shall not have the power or authority to bind the County of Sonoma by any contract or agreement.

ARTICLE VIII - CONFLICT OF INTEREST

In order to assure their independence and impartiality on behalf of the public good, Commissioners are prohibited from using their official positions to influence decisions in which they have a financial interest, or an organizational responsibility, or where they have a personal relationship that would constitute a conflict of interest.

Commissioners should avoid taking any action that could be construed as, or create the appearance of, using public office for personal gain, including use of the title of Commissioner and/or Commission stationery or other County resources to obtain or promote personal interests and/or business.

ARTICLE IX - AMENDMENTS

A recommendation to the Board of Supervisors to amend these bylaws may be made at any regular meeting of this Commission by a two-thirds vote of the appointed members of the Commission, provided that copies of the proposed amendments are sent to all members of the Commission at least ten days prior to the meeting at which such action is taken. The amendment will not be effective until and unless it is approved by majority vote of the Board of Supervisors.

ARTICLE X - MINUTES

There shall be official minutes of the proceedings of the Commission. The Commission Secretary shall be responsible for such minutes. The Commission staff shall serve as recording secretary and be responsible for the sending of minutes and agendas to all Commission members and others who are to receive them. Minutes will be certified by the Commission in a timely manner, and copies of minutes will be maintained by the Department of Health Services. All public documents may be accessed on the Internet.

ARTICLE XI – LEGAL COMPLIANCE

The Sonoma County Commission on AIDS shall comply with the legal requirements of the County of Sonoma, and the State of California.

ARTICLE XII - PARLIAMENTARY AUTHORITY

Except as otherwise provided above, the meetings of the Commission shall be guided by the rules of procedure promulgated in Robert's Rules of Order, newly revised.

ARTICLE XIII - EXECUTIVE DATE

These bylaws and future amendments thereto, unless otherwise specified, shall become effective upon approval by the Sonoma County Commission on AIDS and the adoption of the Sonoma County Board of Supervisors.

Passed and approved by the Sonoma County Commission on AIDS on the date below by the following vote:

Dated: August 14, 2013

Signature of Commission Chair: _____

Passed and approved by the Sonoma County Board of Supervisors on the date below by the following vote:

Dated: _____

Signature of Board Chair: _____

Annual Report on HIV/AIDS in Sonoma County

MAY 13, 2014

Karen Holbrook, MD, MPH
Interim Health Officer
Sonoma County Department of Health Services



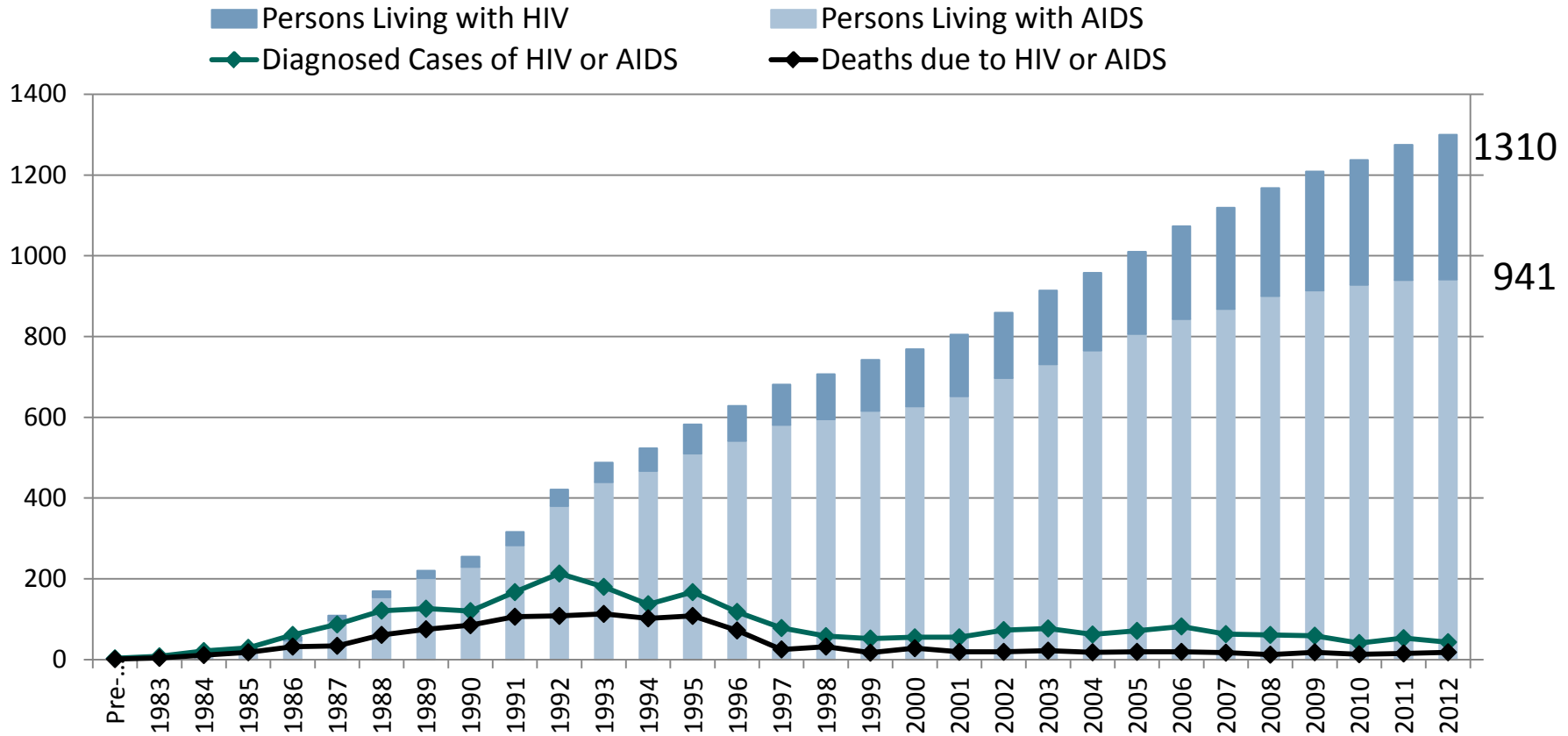
Overview

- Epidemiology of HIV/AIDS
 - Increase in cumulative number of persons living with HIV/AIDS
 - Stabilization of number of new infections
 - Stable number of new infections among groups of special concern
- County-wide collaborative work plan
- Preventing new infections
- HIV Service Providers Coalition and Commission on AIDS

HIV/AIDS Epidemic

HIV/AIDS Cases by Year of Diagnosis, Year of Death and Prevalence

Sonoma County, 1981 - 2012



Persons Recently Diagnosed with HIV Infection

		2003 – 2012		2012
		Average per year	Total Cases	N
Total		43	430	41
Gender				
	Male	37	367	33
	Female	6	63	8
Race/Ethnicity				
	White, Non-Hispanic/Non-Latino	27	274	26
	Hispanic/Latino	10	99	8

Previously declining, the number of cases among males has stabilized

Previously declining, the number of cases among Whites has stabilized

25/33 Men reported MSM

5/8 Women reported heterosexual exposure

Sonoma County HIV Prevention and Care Work Plan

Closely aligned with the



2010 National HIV/AIDS Strategy



2012 California Integrated HIV Surveillance, Prevention and Care Plan

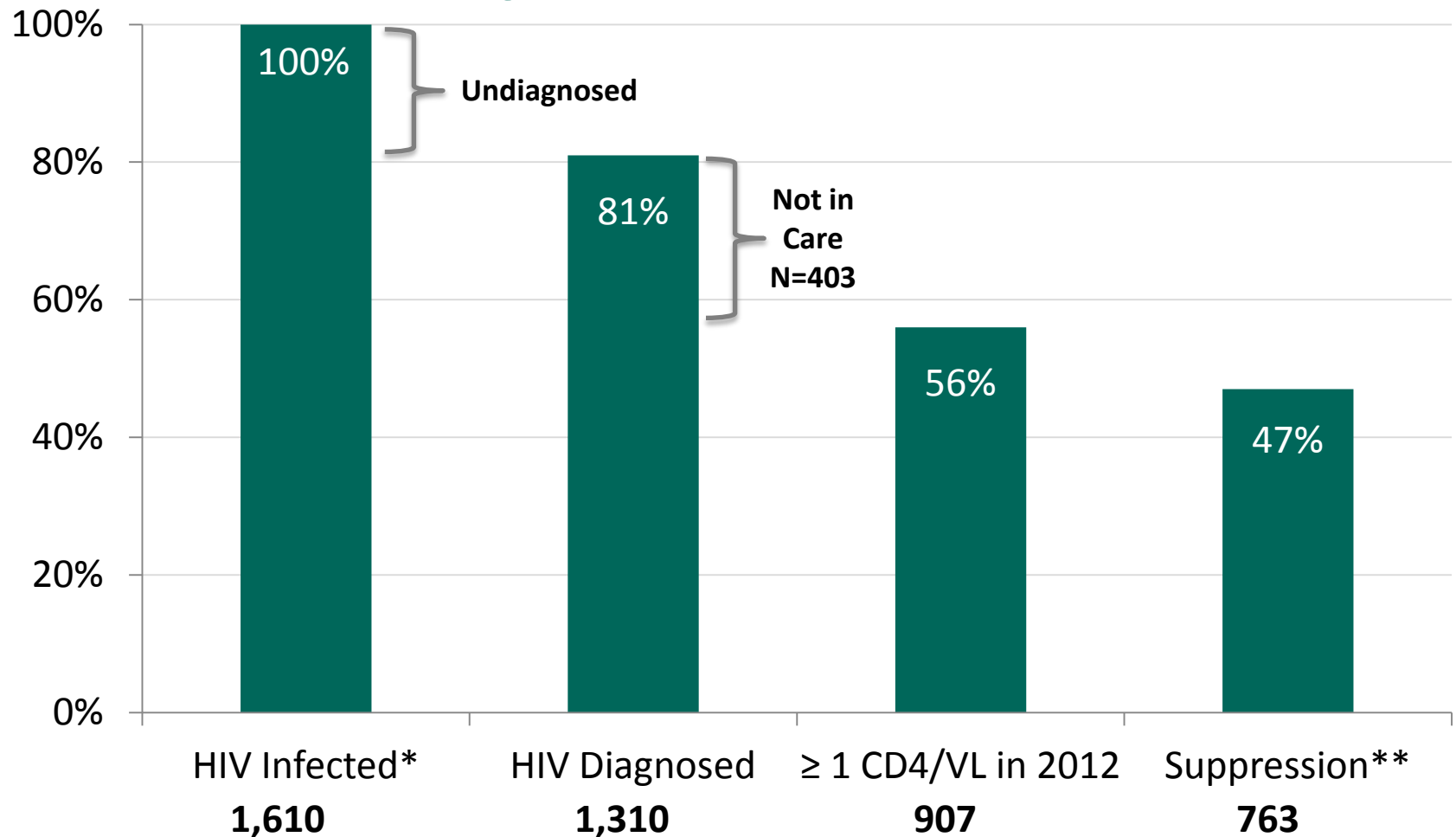
- Overarching goals include:
 - Reducing the number of new HIV infections
 - Increasing access to care and optimizing health outcomes
 - Reducing HIV-related disparities and health inequities
 - Achieving a more coordinated response to the HIV epidemic
 - Monitoring the HIV epidemic through HIV/AIDS surveillance data to support and direct program and policy decisions

HIV/AIDS Prevention - Approach

- High Impact – Proven Interventions
 - HIV testing and linkage to care
 - Antiretroviral therapy (decreasing community viral load)
 - Partner services
 - Managing the contacts of known positives
 - Services include notification, testing, referral to care
 - Access to condoms and sterile syringes
 - Individual and small-group interventions that reduce risk behaviors

Measuring Progress:

Sonoma County Continuum of Care, 2012



*Estimate based on CDC data indicating that 18% of persons with HIV are undiagnosed

**Persons are considered virally suppressed if their vial load is ≤ 200 copies/mL.

Community Collaboration

- **HIV Service Providers Coalition**
 - To provide a high quality, well-coordinated system of HIV prevention and care, and to ensure that people living with HIV/AIDS are able to effectively access service.
- **Commission on AIDS**
 - Maintain HIV on the County's prevention agenda;
 - Keep the Board of Supervisors aware of the progress of the HIV epidemic;
 - Serve as a voice for those people who are not at the table;
 - Speak to the community at large about HIV and keep the issue in the public awareness; decrease stigma around HIV;
 - Encourage testing, knowing your status, and providing needed support to neighbors or family members who may be living with HIV.



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 30A
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: No Vote Required

Department or Agency Name(s): County Administrator's Office

Staff Name and Phone Number:

Veronica Ferguson, (707) 565-2431 (Jennifer Murray)

Supervisorial District(s):

All

Title: Update from the Community and Local Law Enforcement Task Force

Recommended Actions:

Receive report and offer feedback and any general direction to staff or to the Task Force

Executive Summary:

On December 3, 2013 the Board of Supervisors approved a number of actions as part of an effort to begin community healing after the tragedy of losing Andy Lopez, and asked to receive updates back on those efforts. One of the Board's actions in December 2013 was to approve a Charter for a Community and Local Law Enforcement Task Force, assigning four charges:

- a. Review options for and ultimately recommend a model for an independent citizen review body;
- b. Review and recommend options for community policing to be considered with the FY 14/15 Budget process;
- c. Review and recommend whether the Office of Coroner should be separately elected from the Office of Sheriff;
- d. Bring to the Board of Supervisors any additional feedback from the community on these issues that merit County attention and discuss staff generated efforts on these issues.

An initial timeline for completing each of the charges was identified in the Charter. A copy of the Charter is attached. (Attachment 1)

Today's study session provides an opportunity for Task Force representatives and staff to share information about the Task Force work progress, progress made thus far in developing recommendations, challenges identified, and to provide an update on the timeline for completing the recommendations for your Board's consideration. A presentation will be made by the Task Force Chairperson, Vice Chair person, and the three Subcommittee Chairs, and they look forward to the opportunity to provide an update on the work of the Task Force.

Task Force Process

Twenty one members were appointed by the Board of Supervisors to the Community and Local Law Enforcement Task Force in December and January, and the Task Force commenced its work on January 13th, 2014. Attached is a list of the Members of the Task Force. (Attachment 2)

Early efforts of the Task Force focused on organizing Task Force officers, establishing rules of procedure to guide Task Force meetings, and establishing a Sub Committee structure to develop work plans to address the four charges in the Task Force Charter. A **Community Engagement and Healing Subcommittee** is developing strategies and activities to foster greater level of meaningful community engagement and healing, and developing a report for the Board summarizing feedback from the community. A **Community Policing Subcommittee** is charged with reviewing and presenting to the Task Force, with input from the community, options regarding potential community policing strategies to be recommended to the County, including a recommendation on costs for county budgeting purposes. A **Law Enforcement Accountability Subcommittee** is tasked with considering and presenting to the Task Force, with input from the community, options regarding potential Law Enforcement accountability models to be recommended to the County. Additionally this subcommittee will review whether the Office of Coroner should be separate from the Office of Sheriff. More detailed description of each of the Task Force Subcommittees is provided in Attachment 3.

As a number of the Task Force Charter charges relate to components and activities of law enforcement, opportunities for Task Force members to learn about law enforcement procedures, policies, and the laws that shape and inform law enforcement actions have been provided and continue to be provided. Some of these presentations were a distinct presentation; others were included as part of the scope of presentations related to the staff directives. The presentations are summarized below, and additional presentations made at subcommittee meetings are also noted in Attachment 4. The presentations have served as an educational curriculum to inform the work of the Task Force and provide a basis for developing recommendations.

Sonoma County Chiefs' Association Law Enforcement Employee-Involved Fatal Incident Protocol

The Task Force received a presentation from Assistant Sheriff Dueñas and Assistant District Attorney Cook in February, regarding their respective offices' role in a Law Enforcement Employee-Involved Fatal Incident per the Chiefs' Association Protocol guidelines.

The philosophy behind the protocol is to provide an impartial, thorough and factual approach to investigations. The protocol is invoked when a Law Enforcement Involved Fatal Incident occurs (intentional or unintentional shooting, fatal use of force other than shooting, arrest/control by law enforcement that results in death, on duty law enforcement death as a result of an assault, on duty fatal vehicle collisions, off duty law enforcement act of violence resulting in death, law enforcement suicide, in custody death excluding natural causes or suicide, or other special circumstance that could result in a fatality) and the protocol outlines the basis for choosing a particular agency/agencies to lead the resulting investigation. The two types of investigations handled under the Protocol are the criminal investigation and the administrative investigation.

Task Force members also received an overview of the actions taken by the District Attorney's Office

upon the invocation of the Protocol, including designation of staff involved in the lead agency's investigation. The District Attorney's office has additional responsibilities once the lead agency's investigation is complete. The District Attorney's office makes a legal determination if any charges would be filed as an outcome of a law enforcement involved death.

Presentation on Public Safety Officers Procedural Bill of Rights

In March, the Task Force received a presentation on the Public Safety Officers Bill of Rights from Richard Bolanos, Managing Partner of the law firm Liebert Cassidy Whitmore. Mr. Bolanos gave a brief background of the legislative intent and public policy concerns behind Government Code Sections 3300 through 3313, wherein the procedural rights and protections afforded to peace officers by the public entities which employ them have been codified. Mr. Bolanos detailed the rights and obligations imposed by the statutes in the five (5) basic areas that the law covers: Investigation Procedures, Rules on Imposing Discipline, Privacy Rights, Political Activity and Personnel Files. These rights apply to the administrative investigation, which would be separate from a criminal investigation.

Mr. Bolanos discussed inter-agency or joint agency procedures and authority during an investigation of an officer and how those components relate to Police Chiefs' protocol for investigations; subsequent investigations of same officer for progressive discipline or a pattern of behavior and availability of information from prior disciplinary investigations in this circumstance; and the administrative policy and due process principles that are reflected in the law, the objective being to balance public interest in law enforcement with the officer's constitutional right to procedural fairness. He provided information about peace officer rights versus public rights, especially in the context of a criminal investigation. The employer / employee relationship is the cornerstone of this body of law and that in a conflict between state and local rules, state law will prevail.

Presentation from Sonoma County Sheriff's Office on Body Worn Cameras

In March the Sonoma County Sheriff's Office made a presentation to the Task Force regarding the Body-Worn Camera Pilot Program currently in progress. Task Force Members had an opportunity to personally handle the cameras being evaluated by the deputies in the pilot program. The research conducted regarding both the field testing of the equipment and the policy considerations regarding use of such equipment were described. Additional information was provided about the costs of the equipment being tested, the types of storage (in-house versus cloud) and security issues that must be considered in relation to the date recorded on the equipment, and the quality of the recordings in addition to potential retention schedules of the data collected. The pilot program is pending completion.

Presentation from Sonoma County Sheriff's Office on Use of Force Training and Alternatives

In April the Task Force received a presentation on the current and recommended training programs around the Use of Lethal Force and Alternatives. Sheriff's office personnel described the situations and circumstances under which law enforcement can use force and the types of influence or force that can be utilized by officers,, circumstances when verbal commands are used for the purpose of controlling a person or situation, and both external and internal factors considered by deputies when deciding what type of force to use in a particular instance.

An overview of the federal, state and local legal rules and standards that apply to and govern the use of force by deputies was provided, and the Peace Officers Standards and Training (POST) training standards and requirements as well as the training provided by the Sonoma County Sheriff's Office were summarized. All use of force training provided by the Department is centered on defusing escalating situations. All of the quarterly training is provided internally by instructors that are certified by POST while the advanced officer training is provided by outside instructors.

Community Engagement

Various methods are used to inform members of the community about the work of the Task Force and to invite participation and feedback. All Task Force Meetings and Subcommittee Meetings are held as open public meetings. Meetings occur on regular schedules. A website was created to share information about Task Force meetings and agenda materials. More recently, a Facebook page was created to further share information about Task Force meetings and activities. Task Force members have participated in interviews for radio and print media. The Community Engagement and Healing Subcommittee has a particular role in furthering community engagement efforts, as will be described in today's presentation.

Task Force Charges- Updated Progress

The specific work of developing recommendations in response to the Task Force Charter is assigned to the three Task Force Subcommittees. The Subcommittees have been gathering information on program models and examples to inform their understanding of the subject matter; they have invited various subject matter experts to further educate them on subjects which are complex; and they are working in a manner to be as transparent as possible with members of the community. Below is information on the progress of each Subcommittee.

The Community Healing and Engagement Subcommittee:

The Community Engagement and Healing Subcommittee is charged with recommending strategies and activities to support the work of Task Force and to foster community dialogue and interaction for Task Force members.

Specific activities of the subcommittee include developing and supporting lines of communications with local community groups and stakeholders; developing community awareness and education activities related to the charges of the Task Force; and collecting and providing community feedback to the whole Task Force. The subcommittee is working with the Community and Government Affairs to develop a media strategy to engage various media outlets throughout the county.

The Community Engagement and Healing Subcommittee has established and is maintaining the Task Force Facebook page to inform the public related to Task Force meetings and information. It has also engaged local schools by way of an invitation with Sonoma County Office of Education, to participate and attend Task Force and subcommittee meetings and events.

The subcommittee held its first community forum with the Santa Rosa Police Department on April 23, 2014 at Cook Middle School. The subcommittee will hold five more forums throughout

the County, in coordination with law enforcement agencies.

The Community Policing Subcommittee:

To date, the Community Policing subcommittee has focused its efforts largely around work plan development, information gathering regarding current and former community policing activities of local law enforcement agencies, and in the drafting of a preliminary set of recommendations. Specific activities of the subcommittee have included: the development and distribution of a countywide local law enforcement agency survey on current community policing practices; educational presentations and discussions with the Sonoma County Sheriff's Office, Santa Rosa Police Department and the Petaluma Police Department; the development of survey to assess community-based organizations' experiences with local law enforcement agencies; and the development of an initial list of potential community policing recommendations covering a wide array of topics.

The Law Enforcement Accountability Subcommittee:

To date, the Law Enforcement Accountability Subcommittee has focused its efforts around work plan development by building a foundation of knowledge of various law enforcement procedures, policies and the laws that guide law enforcement actions; and laws, through learning about the range of law enforcement accountability programs and models in place in cities and communities, their structures, and about the challenges these programs face. Understanding of the range of accountability model types has been supported by assistance from the National Association for Civilian Oversight of Law Enforcement, (NACOLE), a non-profit organization of law enforcement oversight agencies and practitioners that works to establish or improve oversight of police officers in the United States, to enhance fair and professional law enforcement responsive to community needs.

Though the Subcommittee work is in progress, it supports development of an oversight program model with accountability applicable to all cities or entities with law enforcement agencies in Sonoma County willing to participate. The preliminary model contains elements of an investigative model and citizen review. The Subcommittee is reaching out to the Sonoma County Law Enforcement Chiefs' Association to engage local Chiefs in discussion and further development of the model, recognizing the law enforcement community is one of the key stakeholders within the broader community. The Subcommittee welcomes community input and feedback and anticipates broader engagement activities to assist in the refinement of the preliminary model.

Additionally, the Law Enforcement Accountability Subcommittee is tasked with reviewing whether the Coroner's Office should be separately elected from the Office of Sheriff. The Subcommittee has received information about how the Coroner's Bureau of the Sheriff's Office functions and is also reviewing duties and responsibilities of Coroner's programs in counties that continue to maintain a separately elected Coroner, looking for advantages or disadvantages of that service model. A Recommendation to the full Task Force on whether the Office of Coroner should be separated from the Sheriff's Office will be considered also in the context of whether any component of responsibility could be assumed by a potential law enforcement accountability program.

Updated Timeframe for Completing Recommendations

The Community and Local Law Enforcement Task Force has approached its charges from the Task Force Charter with seriousness and in an effort to develop thoughtful, well informed recommendations. There has been a learning curve necessary to inform understanding about the legal, political, structural and programmatic landscape of community policing programs, civilian oversight of law enforcement agency models and forensic medical examination models. The Task Force is committed to doing its work in ways that engage the community and invite authentic feedback to inform the recommendations under development. The Task Force respectfully suggests that it will need all time allowed in the Task Force Charter to develop and present recommendations to the Board of Supervisors by the end of December, 2014.

Prior Board Actions:

December 3, 2013 approved the creation of a Community and Local Law Enforcement Task Force

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$ 95,000		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$	General Fund	\$ 95,000
Total Expenditure	\$ 95,000	Total Sources	\$ 95,000

Narrative Explanation of Fiscal Impacts (If Required):

Funds were included in the budget as part of the Second Quarter Consolidated Budget Adjustment and are sufficient to cover staffing and administrative support of the Task Force through the FY 13-14 fiscal year. Additional funds will be included in the recommended FY 14-15 budget to continue support through December 2014, the life of the Task Force. Any costs to ultimately fund recommendations resulting from the Task Force process will be considered as part of the broader community healing efforts. An initial estimate of cost for recommendations likely to come from the Task Force ranges from \$2.5 to \$3 million.

Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
Attachments:			
Related Items “On File” with the Clerk of the Board:			

Community and Local Law Enforcement Task Force Charter
December 10, 2013

1. Background: The Need

Sonoma County recently experienced a tragedy in the shooting death of Andy Lopez by a Sonoma County deputy sheriff when he was seen carrying a BB gun designed as a replica assault rifle. An investigation process is underway currently, including potential federal investigation and civil legal proceedings on behalf of the Lopez family. However, Andy's death has generated a need for community healing efforts addressing a wide range of issues. This Task Force is being created to address four important issues necessary for this healing through the convening of 21 representative members of the community and ultimately making recommendations to the Board of Supervisors.

2. Task Force Charges (4):

First, the Task Force is charged with reviewing options for, and ultimately recommending within 60 days, a model for an independent citizen review body.

The options should include the range of composition and powers vested in similar bodies in other communities including, but not limited to, the current status quo in Sonoma County (Grand Jury), using the existing Grand Jury differently, and the four separate models noted below. The review should also look at legal constraints and best practices involved in constituting and using such bodies. Further, the Task Force is specifically directed to explore and develop definitions of transparency for any investigations or reviews to be conducted by the body.

The following four models should be reviewed with the purpose of developing better relationships, and creating credible citizen oversight and involvement with law enforcement agencies:

- Citizen Review Board,
- Police Review/Citizen Oversight Review Board,
- Police Review/Citizens Police Appeal Board,
- Independent Citizen Auditor

In addition, among the powers to be reviewed are the ability to conduct investigations and reviews of citizen deaths resulting from interaction or custody by law enforcement agencies, the ability to subpoena witnesses or citizens to testify to the review body, the ability to review and make recommendations with respect to law enforcement training, including lethal force and cultural diversity training and related protocols used by law enforcement, the ability to review and make recommendations with respect to psychological support given for officers, the ability to make recommendations with respect to communication and education about protocols and training used by law enforcement officers, the ability to make recommendations with respect to education of the community about their rights when interacting with law enforcement officers, and the ability to make recommendations with respect to overall militarization of local law enforcement agencies.

The goal for the first charge is to develop recommendations that can be adopted by all affected agencies in the county.

Second, the Task Force is charged with reviewing and recommending by April 30, 2014 options for community policing to be considered with the FY 14/15 budget process.

Specifically, the review should include definitions and best practices for community policing and measures of effectiveness used by other communities. Further the recommendations should take into account where such practices and programs would be most helpful in Sonoma County to rebuild trust and address disparities in law enforcement service delivery between communities. At a minimum, the review should look at practices associated with officers and communities getting to know one another, community input into interactions with law enforcement personnel, and various neighborhood educational programming.

Third, the Task Force is charged with reviewing and recommending by June 1, 2014 whether the Office of Coroner should be separately elected from the Office of Sheriff.

Fourth, the Task Force is charged with bringing to the Board of Supervisors any additional feedback from the community on these issues that merits County attention by the end of 2014 and discuss staff generated efforts on these issues.

The Task Force should have the opportunity to review and comment on the work products resulting from the efforts designated for County staff and collect additional feedback from the community on the issues discussed at the Community Healing session and work efforts generated by county staff, particularly Community Engagement, Legislation, Weapon Exchange Programs, training, and Community Resiliency Funding, related to the Andy Lopez tragedy over the course of the year and bring to the Board of Supervisors such feedback that merits County attention periodically and at a minimum at the end of the Task Force's tenure in December 2014.

Specifically this feedback should look at whether a sense of accountability to the community has been enhanced and whether there are any additional programs to address community trust and well being that should be recommended.

3. Approach to the work of the Task Force

The Task Force is directed to work with all the law enforcement jurisdictions in the County and is directed to be open to public input. The Task Force may develop sub-committees and other guidelines for the conduct of its business but is expected to comply with the Brown Act as an advisory body appointed by the Board of Supervisors.

Staff from the County Department of Health Services, the County Department of Human Services and the County Administrator will be dedicated to support the Task Force in its efforts and logistics needs. In addition, staff from County Counsel and a wide variety of other County departments will be called on to provide information or other forms of support for this effort.

Staff will take draft recommendations for each of the charges to appropriate advisory groups and commissions, including but not limited to: the Health Action Council, the First 5 Commission, the Prevention Partnership, the Maternal, Child and Adolescent Health Advisory Board, the Advisory Board on Alcohol/other Drug Problems, the Mental Health Board, the Commission on AIDS, The Upstream Investments Policy Committee, the Police Chiefs' Association in Sonoma County, a local Law Enforcement Union Council (or equivalent), and the Sheriff's Latino Advisory Committee. The Task Force shall incorporate input from these bodies into their final recommendations.

4. Task Force Composition

Task Force Members: (to be named when appointed)

The make-up of this task force is recommended to be 3 members to be appointed by each Board member, 3 recommended by the Sheriff, 2 appointed by the Mayor of the City of Santa Rosa, and 1 recommended for appointment by the District Attorney; to represent our diverse community demographically, geographically, and from all walks of life.

Ideal task force members will have the ability and commitment to listen and weigh information with an open mind, engage and fully participate in the development of recommendations, and bring professional skills and expertise and/or the ability to articulate a perspective from their experience which represents the diversity of our community.

The attached matrix provides a framework for assisting to ensure representation as a whole achieves the desired diversity and community inclusion.

5. Timing

December 2013—Task Force Appointed

January 2014 – Convene Kick Off Meeting

February 2014 – First set of recommendations due

April 30, 2014 – Second set of recommendations due

June 1, 2014—Third set of recommendations due

December 31, 2014 – Final set of recommendations due

Attachment 2

Community and Local Law Enforcement Task Force
List of Appointments

<u>Representing</u>	<u>Member Name</u>	<u>Term Expires</u>
1st District	Brien Farrell	December 31, 2014
1st District	Maite Iturri	December 31, 2014
1st District	Caroline Bañuelos	December 31, 2014
2nd District	Jeanne Buckley	December 31, 2014
2nd District	Lynn King	December 31, 2014
2nd District	Todd Mendoza	December 31, 2014
3rd District	Robert Edmonds	December 31, 2014
3rd District	Sylvia Lemus	December 31, 2014
3rd District	Francisco H. Vazquez, Ph. D.	December 31, 2014
4th District	Carolyn Lopez	December 31, 2014
4th District	Jose Casteñada	December 31, 2014
4th District	Joe Palla	December 31, 2014
5th District	Irene Rosario	December 31, 2014
5th District	Eric Koenigshofer	December 31, 2014
5th District	Amber Twitchell	December 31, 2014
Sheriff	Omar Paz, Jr.	December 31, 2014
Sheriff	Mark Essick	December 31, 2014
Sheriff	Judy C. Rice	December 31, 2014
Santa Rosa Mayor	Evelyn Cheatham	December 31, 2014
Santa Rosa Mayor	Gustavo Mendoza	December 31, 2014
District Attorney	Cora Guy	December 31, 2014

Updated: January 8, 2014

Attachment 3

Community and Local Law Enforcement Task Force Subcommittees

Community Engagement and Healing Subcommittee: This subcommittee is charged with developing and recommending strategies and activities to support the work of The Community Policing and Civilian Review Subcommittees in their efforts to foster community engagement and healing. Members of this subcommittee could be thought of as community ambassadors for the Task Force and will develop the opportunities and venues to foster community dialogue and interaction for Task Force members. Additionally, this subcommittee will write up periodic reports for the Board of Supervisors on community feedback from topics raised at the Board of Supervisors Community Healing session of November 5, 2013. (Charter Charge 4)

The specific activities of this subcommittee may include:

- Developing and supporting lines of communications with local community groups and stakeholders;
- Coordinating community engagement events for Task Force members;
- Designing avenues and strategies for the community to provide input into Task Force charges, with specific emphasis on strategies to engage youth;
- Developing community awareness and education activities related to the charges of the Task Force;
- Collecting and providing community feedback to the whole Task Force;
- Coordinating and convening meetings with community engagement professionals in order to facilitate meaningful and productive dialogue between the Task Force and community;
- Developing draft periodic reports for full Task Force consideration regarding community feedback to be shared with The Board of Supervisors, consistent with Charter Charge 4.
- Developing a time line for Subcommittee work.

Community Policing Subcommittee: This subcommittee is charged with reviewing and presenting to the Task Force, with input from the community, options regarding potential Community Policing strategies to be recommended to the County, including a recommendation on costs for County budgeting purposes. (Task Force Charter Charge 2)

The specific activities of this subcommittee may include:

- Gathering data, research and reports on the gamut of Community Policing options and strategies, including best practices and measures of effectiveness used by other communities;
- Engaging and educating community stakeholders on Community Policing options and soliciting their participation and feedback on determining the strategies that may work best;

- Coordinating information sessions and conversations with content experts around Community Policing models and other potentially relevant topics;
- Communicating with local law enforcement to understand the feasibility and opportunities for a variety of Community Policing models and strategies;
- Providing a comprehensive summary of findings on Community Policing to the entire Task Force and community;
- Engaging the Task Force and community in dialogue around the specific recommendations and components to be developed for the County;
- Developing the specific recommendations for the County regarding Community Policing;
- Presenting the draft recommendations to the Task Force and community, as well as a program cost estimate; and
- Developing a time line for completion of this work.

Law Enforcement Accountability Subcommittee: This subcommittee is charged with considering and presenting to the Task Force, with input from the community, options regarding potential Law Enforcement Accountability models to be recommended to the County. Additionally, this Subcommittee will review whether the Office of Coroner should be separate from the Office of Sheriff. (Task Force Charter Charges 1 and 3)

The specific activities of this subcommittee may include:

- Gathering data, research and reports on Law Enforcement Accountability models and strategies, and Office of the Coroner responsibilities and models, including the current status quo approach in Sonoma County;
- Engaging and educating community stakeholders on Law Enforcement Accountability options and soliciting feedback and recommendations from key stakeholders;
- Coordinating information sessions and conversations with content experts around Accountability models and other potentially relevant topics (i.e. CA state laws, Peace Officers Bill of Rights, etc.);
- Providing a comprehensive summary of findings on Law Enforcement Accountability models and Office of Coroner models to Task Force members and community, including the powers and duties ascribed in various models. This summary will also consider how accountability to the community is evaluated and measures of effectiveness are assessed;
- Engaging the Task Force and community in dialogue around the specific recommendations and components that may be developed for the County;
- Developing specific recommendations for the County regarding the establishments and operation of a specific model, which could include support for continuation of existing model;
- Presenting draft recommendations to the Task Force and community; and
- Developing a timeline for completing this work.

Attachment 4

Summary of Educational Presentations for Task Force or Subcommittees- Completed to Date

Topic	Presented to	Date
Chiefs Protocol	Full Task Force by Representatives of Sheriff's Office and District Attorney's Office	February 2014
Peace Officers Bill of Rights	Full Task Force by Representative of law firm of Liebert, Cassidy and Whitmore	March 2014
Overview of Body Worn Camera Pilot Program	Full Task Force by representatives of Sonoma County Sheriff's Office	March 2014
Overview of use of Force and Alternatives Training for Sheriff's Office	Full Task Force by representatives of Sonoma County Sheriff's Office	April 2014
Summary of Sheriff's Office Training Curriculum	Full Task Force by representatives of Sonoma County Sheriff's Office	April 2014
Community Oriented Policing Considerations and Practices	Community Policing Subcommittee by Marquez Equilibria, Dept. of Justice Conciliation Specialist	February 2014
Presentation on community policing activities of the Petaluma Police Dept.	Community Policing Subcommittee, by Chief Patrick Williams, Petaluma Police Department	March 2014
Presentation on community policing activities of the Santa Rosa Police Dept.	Community Policing Subcommittee, by Lt. John Noland, Santa Rosa Police Department	March 2014
Presentation on current community policing activities of the Sonoma County Sheriff's Office	Community Policing Subcommittee, by Capt. Rob Giordano, Sonoma County Sheriff's Office	March 2014
Sonoma County Grand Jury Structure, Process and Responsibilities	Law Enforcement Accountability Subcommittee, by two individuals who serve as members of the current Grand Jury	March, 2014
Overview of Civilian Oversight of Law Enforcement Models and process for developing oversight	Law Enforcement Accountability Subcommittee, by Brian Buchner, President of National Association for Civilian Oversight of Law Enforcement	March 2014
Overview of Sonoma County Coroner's Bureau Program	Law Enforcement Accountability Subcommittee by Sonoma County Sheriff's Office	April 2014
Overview of Personnel Investigation Process with focus on review and investigation of citizen initiated complaints	Law Enforcement Accountability Subcommittee, by Sonoma County Sheriff's Office	April, 2014



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 30B
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): County Administrator's Office

Staff Name and Phone Number:

Veronica Ferguson, (707) 565-2431

Supervisorial District(s):

All

Title: Study Session: Update on Community Healing Activities

Recommended Actions:

Report on Board directed staff initiatives and consider actions for Board and staff regarding Community Healing.

Executive Summary:

On December 3, 2013 the Board of Supervisors approved a number of actions as part of an effort to begin community healing after the tragedy of losing Andy Lopez, and asked to receive updates back on those efforts. This report is a progress report on actions the Board directed staff to complete and actions specifically for the Board. Today's work session is an opportunity for staff to provide an update in these areas.

Update on Actions taken by the Board of Supervisors

The Board of Supervisors has supported several State and Federal legislative efforts since December. The County's legislative platform now includes a specific policy issue related to preventing gun and community violence. Through the platform, the County has supported legislation, SB 199 (De Leon) to ensure toy guns are clearly identified as such, and advocated for federal funding to enhance community safety programs, including the COPS grant program. In addition, The Board has advocated for and received funding for mental health support within schools and law enforcement programs. Community meetings have also occurred or are planned in connection with the Task Force.

Board Directed Staff Initiatives

In addition, the Board gave staff 11 different directives with future reporting back timelines in each, as well as requesting that each directive be heard by the task force for feedback. It should be noted that the reports discussed below are the result of collaborative efforts by the County Administrator's Office and the assigned departments. This collaboration has resulted in most of these extending beyond the requested report-back period. The activities related to each of these directives are summarized below.

1. **Community Park**-Report back in 60 days with plan and financing recommendations to create a park in the Moorland Avenue neighborhood. Regional Parks staff provided an update on the acquisition and development of a Moorland Ave. Community Park January 14, 2014 Board of Supervisor meeting. On that date the Board also directed staff to apply for a Housing-Related Parks (HRP) Program grant valued at approximately \$450,000. Staff has continued to communicate with the property owner, and is obtaining an independent appraisal of the property in order to proceed with negotiating the acquisition. Staff has also been working closely with Community Action Partnership on developing a community engagement strategy around the funding and development of the park, once acquisition is complete. On April 8, 2014 the Board of Supervisors authorized Regional Parks to submit an application for an Agricultural Preservation and Open Space District (OSD) matching grant program, in the hope of securing a grant of approximately \$1 million toward the project. A memo (attachment A) was provided to the task force on April 14th with additional details of the current status of this project.
2. **Weapons Program**-Report back in 90 days with program options to A) buy back real weapons; and B) buy back or exchange toy and replica weapons for non-violent toys; educate and encourage parents to paint and otherwise distinguish toy and replica weapons from real weapons; and educate and promote awareness in the community regarding the dangers of guns and community violence.

Staff from the Sheriff's Office and Department of Health Services presented a report (attachment) on a real weapons buyback program to the Task Force on February 24, 2014. The report did not recommend a buyback program, as the costs associated with the program (\$250,000 estimated) were not supported by the evidence, which indicates such programs have almost no impact on the number of weapons available. While the Task Force is very interested in reducing access to guns, there was not strong support for a buy back program. (Attachment B)

Staff from the Department of Health Services presented a report regarding a toy gun exchange program to the Task Force on April 28, 2014. The report concluded that there was no evidence to indicate that such an effort would reduce gun violence, and staff recommends that the County work with and support community partners who wish to undergo such an effort. (attachment C)

3. **Cultural Diversity Recruitment and Training Programs**-Report back in 60 days on current recruitment, retention, and training programs for law enforcement and other staff regarding cultural diversity, including current and historic staff demographic data and trends, and options for additional efforts to be considered going forward. Staff from Human Resources and the Sheriff's office have been working on this report and it is scheduled for the June 9, 2014 Task Force Meeting.
4. **Lethal Force and Alternatives Training**-Report back in 90 days on current and recommended training programs on the use of lethal force and alternatives. Staff from the Sheriff's Office presented the report on April 14, 2014. Staff recommended the purchase of a training simulator and additional 40 mm launching devices for less-than lethal means. While the task force felt that the simulator may have some benefit, as a whole task force did not feel they had enough information to make any recommendations. (Attachment D)

Pending further direction from the Board, staff considers this directive complete.

5. **Lapel Cameras**-Report back in 60 days on feasibility and costs for providing law enforcement officers with body-worn (lapel) cameras. Staff from the Sheriff's Office presented the report (attached) to the task force on March 24, 2014. Since the Sheriff's Office is currently conducting a pilot project before implementing the full program, the task force asked that staff return to the task force with the final recommendations to two sub-committees and the full task force prior to implementation. This is expected to occur in July or August. (Attachment E)
6. **Rapid Response Team for Youth Involved Events**-report back in 60 days on potential programs similar to the mental health response team to be deployed in emerging situations involving youth to diffuse tensions. Staff from Health Services has been working on this report and when it is finalized it will be scheduled on the Task Force Agenda.
7. **Annual Report**-incorporate accomplishments and challenges related to community building activity, key initiatives, and policy issues of community interest for Sheriff's Office and all involved departments in County Annual Report. Staff in the County Administrator's office is working to incorporate this request into the 2014 annual report.
8. **Bilingual Small Business Development Assistance**-Report in 60 days with proposal and actions necessary to add a bilingual small business development assistance program in the Economic Development Department to be targeted to underserved communities. Staff from the Economic Development Board presented this to the Task Force on March 10, 2014. The report outlined 5 recommendations regarding possible expansion of Small Business Development Assistance targeted to the Hispanic Community. (Attachment F)

Pending further direction from the Board, staff considers this directive complete.

9. **Infrastructure and Services Investment**-Report in 90 days on needed strategic infrastructure and services investments for underserved communities in alignment with the County Strategic Plan including at a minimum: plaza/community centers, libraries, community clinic/wellness centers, access, education, self sufficiency, partnership, quality and efficiency and identify a portion of Reinvestment and Revitalization funding for potential use in beginning to fund these needs.

Building from the Portrait of Sonoma, staff from the Department of Health Services and County Administrator's office will carry out an additional asset assessment, including holding additional community meetings, to identify what infrastructure and services investments are needed along with strategies to develop necessary resources.

10. **Community Engagement**-Report back in 60 days as a part of a full presentation on a Community Engagement Plan. The Plan will move toward implementation of the County's recently completed Best Practices in Community Engagement report, and include items highlighted as supporting the efforts in this agenda item. Specific actions will include building internal capacity to understand effective engagement strategies and practices, as well as moving to establish

more systemic cultural competency within the County organization. Externally focused activities will create new and leverage ongoing County efforts, and leverage existing community and other jurisdictional efforts. The Community Engagement Plan will be completed and presented to the Task Force in May or June, with the report coming to the Board for adoption soon thereafter.

11. Community Healing and Resiliency Funding-Report back as a part of the FY 14-15 Budget Hearings with options for a financing mechanism for supporting any ongoing approved recommendations from today’s list, recommendations from the Community Healing Task Force, the Board led Town Hall meetings, and areas identified through strategy nine described above. This includes investments in infrastructure, services, and specifically the replication of successful current programs for youth and public safety programs throughout the community where needed. Staff from the County Administrator’s office is gathering information and developing this report.

Prior Board Actions:

None.

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):

Staff will take direction from the Board of Supervisors during this report and incorporate appropriate information into the 2014/15 budget hearing process.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):			
None.			
Attachments:			
Attachment A: memo update to Task Force on Mooreland Avenue Park Attachment B: Summary on buyback of real firearms Attachment C: Summary on buyback/exchange of toy weapons Attachment D: Summary on Training on Lethal Force and Alternatives Attachment E: Summary on Body Worn Cameras Attachment F: Summary on Bilingual Small Business Development Assistance			
Related Items "On File" with the Clerk of the Board:			
Task Force Report on buyback of real firearms Task Force Report on buyback/exchange of toy weapons Task Force Report on Training on Lethal Force and Alternatives Task Force Report on Body Worn Cameras Task Force Report on Bilingual Small Business Development Assistance			



S O N O M A
C O U N T Y
R E G I O N A L
P A R K S

CARYL HART, Ph.D
D I R E C T O R

MEMO

To: Community and Local Law Enforcement Task Force
From: James Nantell, Deputy Director *JN*
Cc: Efren Carrillo, 5th District Supervisor
Veronica A. Ferguson, County Administrator
Date: April 4, 2014
Re: Update on Potential Moorland Avenue Neighborhood Park

Attached is a status report and update on the progress toward a potential Moorland Avenue community park.

For more information contact:
James Nantell, Deputy Director
Sonoma County Regional Parks
James.Nantell@sonoma-county.org
707-565-2946

2300
County Center Drive
Suite 120A
Santa Rosa
CA 95403
Tel: 707 565-2041
Fax: 707 579-8247

April 14, 2014 Update on Potential Moorland Avenue Neighborhood Park

Under the leadership provided by the Sonoma County Board of Supervisors an interdepartmental team comprised of staff from Regional Parks, Permit and Resources Management Department, and the County Administrator's Office has been working on efforts to secure the undeveloped property in the Moorland Avenue neighborhood for a future park. The status of those efforts is discussed below.

Property Acquisition



The desired park location is one 4.18 acre undeveloped parcel with two separate appraisal numbers (APN). The first APN is for a one acre property at 3399 Moorland Avenue. The second APN is for a 3.18 acre undeveloped property across the street at the corner of West Robles and Horizon Way. The owner of the total 4.18 parcel, Mr. Paulson, has indicated a willingness to work with the County on a possible sale of the parcel for the creation of a neighborhood park. Although other sites exist in the area, and are being considered as potential alternatives, there is strong community interest to secure at least the one acre property. The current hope is that funding can be secured to purchase the full 4.18 acres. It is worth noting that the larger property has been identified as possible habitat for the California Tiger Salamander, and it is anticipated that any type of development on that land will require mitigation.

The estimated cost to secure and develop the two properties is \$2-\$3M. The actual amount may vary, depending on the desired park improvements to be determined after an extensive

April 14, 2014 Update on Potential Moorland Avenue Neighborhood Park

community engagement process. Depending on the size of the park (1 or 4 acres), desired park improvements and corresponding maintenance or operational needs, the estimated annual maintenance and operations cost is \$25,000 to \$100,000.

In January 2014 Regional Parks received the Board of Supervisors' approval to apply to the California Department of Housing and Community Development for the 2013 funding round of the Housing-Related Parks (HRP) program. The funding source is Proposition 1C, the Housing and Emergency Shelter Trust Fund Act of 2006, and \$25M is available statewide for this current third funding cycle. The County is eligible to receive an estimated \$471K, and awards should be announced in June of 2014 with the grant agreement executed between July and September. No grant expenditures can occur prior to execution of the grant agreement.

On April 8, 2014 the Board of Supervisors authorized Regional Parks to submit an application for an Agricultural Preservation and Open Space District (OSD) matching grant. This competitive grant program provides funding for land acquisition, restoration and improvements for urban open space projects, and recreation projects within or near incorporated areas or other urbanized areas of Sonoma County. The District also seeks projects that can be completed in a timely manner. Those applications are due on April 11, 2014 with award determination made sometime between September and November of 2014. The funds would likely be available in July 2015. The grant requires a fifty percent match, which will be made up of the HRP grant noted above, in-kind contributions from Regional Parks and the community, donations and possibly County General Fund.

Community Outreach and Engagement

Community input on the design and maintenance of this park is a key component of this project. Although it would be inappropriate to begin to design a park on property not currently under the County's ownership, staff has been working to identify community partners who can help enhance our ability to engage stakeholders in future discussions.

- Community Action Partnership (CAP) has extensive experience in serving the Moorland community, and staff is working with CAP Executive Director Tim Reese to structure an agreement for assistance in the community engagement process. CAP Senior Program Manager Vince Harper has extensive knowledge and experience with the Moorland community, and previous experience working on the development of a neighborhood park adjacent to Roseland School.
- Sonoma County Health Services Department has agreed to work as a community outreach partner.
- Sonoma County Sheriff's Department has agreed to provide a Community Services Officer as a resource to this effort.
- Regional Parks is also maintaining a list of community members who have contacted the Board of Supervisors with an interest in assisting in the development of the park.

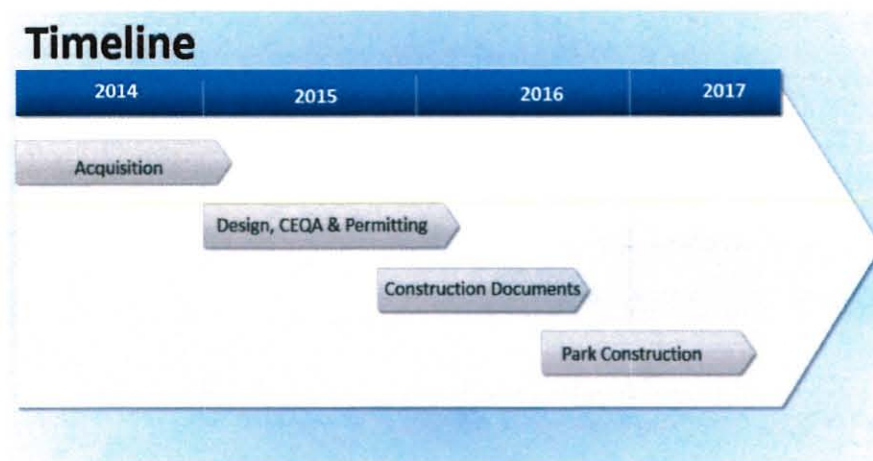
April 14, 2014 Update on Potential Moorland Avenue Neighborhood Park

- The Sonoma County Regional Parks Foundation has established a separate account for the receipt of community donations for the future purchase and development of a Moorland neighborhood park. In addition, because of its unique role and relationship with the Moorland neighborhood, CAP is also considering creating an account to receive donations in support of the future park. Staff will keep the community, and this Task Force apprised of developments regarding CAP's role in the project.
- Moorland neighborhood community leaders, through a non-profit organization called Kaboom, have created a website to solicit community involvement in securing playground equipment for the future park.

Next Steps

Additional items County Regional Parks staff is working on include:

- Receipt and review of appraisals, and initiation of negotiations on purchasing the property(s).
- Evaluate various acquisition/funding options.
- Identify site constraints and opportunities associated with both the one-acre and three-acre properties.
- Refine the rough estimate for the range of development costs for each of the two properties.
- Develop a fundraising strategy.
- Refine the timeline for completion of the acquisition, design and development of the park.



County Regional Parks staff will continue to provide additional status updates to the Task Force as we move forward, and anticipate providing an updated in June/July. Jim Nantell, Regional Parks Deputy Director is the contact person.



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PETER RUMBLE
DEP. COUNTY ADMINISTRATOR

CHRISTINA RIVERA
BUDGET MANAGER

May 5, 2014

To: Honorable Board of Supervisors

From: Mary Booher, Administrative Analyst

Re: Community Healing Directive #2A-Program Options regarding the buyback of real weapons

On December 3, 2013 the Board of Supervisors approved a number of actions as part of an effort to begin community healing after the tragedy of losing Andy Lopez. Directive #2 was to report back in 90 days on program options for establishing a buyback program for real weapons.

Staff from Health Services and the Sheriff's office developed a report and presented it to the Community and Local Law Enforcement Task Force on February 24, 2014. The report summarized several reports that have been published regarding the effectiveness of gun buyback programs in reducing and preventing gun violence. The reports conclude that the programs do not have a substantial impact on reduction or prevention of gun violence and typically have no long term effects. Staff did note that there may be potential benefits in building gun violence awareness if there were positive media coverage, as this was seen in other locations. Staff from the Sheriff's office estimates that the cost of a one-day event would be \$240,000, using a recent program in Marin County as a model. This estimate assumes 1,500 firearms may be turned in. While exact figures were not available, staff was able to estimate that there are roughly 68,000 firearms in Sonoma County. Furthermore, it was noted that in 2012 alone, Sonoma County residents purchased approximately 10,000 new firearms. Staff from the Sheriff's office also described the current voluntary turn-in program that they have in place.

During the course of this presentation, and the ensuing dialogue, additional thoughts were voiced by members of the Task Force, as well as members of the public. These thoughts are summarized below.

- Comment: Could we give each person a raffle ticket for each gun turned in for a raffle for \$100,000?
- Question: Are there other proven strategies? Answer: Staff did not identify any at this time.
- Comment: Could other incentives be offered such as a class at Santa Rosa Junior College or a job?
- Question: Would decreased cash incentives be effective? Answer: There is no evidence to suggest this.
- Comment: An effort to identify a target audience and specific incentives to appeal to the target audience.
- Comment: Recruit volunteers to staff buy-back events. Response: Most of the costs are in the incentives. Staff costs only account for approximately \$20,000 of the costs. Also, it was noted that highly trained staff are needed to handle guns and a potentially dangerous situation.
- Comment: Efforts should be made to promote the current voluntary program.

At this time, staff has completed the work associated with this Board directive and is seeking any additional direction the Board may have. Should the Board concur with the recommendations in the report; staff will consider this directive complete.



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CHRISTINA RIVERA
BUDGET MANAGER

May 5, 2014

To: Honorable Board of Supervisors

From: Jennifer Milligan, Administrative Analyst

Re: Community Healing Directive #2B-Program Options regarding the buyback of toy/replica weapons

On December 3, 2013 the Board of Supervisors approved a number of actions as part of an effort to begin community healing after the tragedy of losing Andy Lopez. Directive #2 was to report back in 90 days on program options for establishing a toy/replica weapons buyback or exchange program.

Staff from Health Services office developed a report and presented it to the Community and Local Law Enforcement Task Force on April 28, 2014. The report summarized what limited research staff could find regarding such programs and other exchange programs that have occurred in other areas. While there was no evidence to suggest that a toy gun exchange program would be effective in reducing violence, there was anecdotal evidence to suggest a program could be useful in building awareness around the issue if there was community interest.

Based on the lack of research and any data to support the effectiveness of such programs, the report concluded the best course of action for the County would be to continue legislation support to regulate the appearance of replica firearms, and provide support to any community partners that may wish to implement such a buyback or exchange program in the future as they would be best situated to maximize any potential benefits of such a program.

During the course of this presentation, and the ensuing dialogue, additional thoughts were voiced by members of the Task Force, as well as members of the public. These thoughts are summarized below.

- Question: Why is the County asking community organizations to do this work? Answer: The County is not asking community organizations to do this work. Because of the lack of evidence for their effectiveness, the County is not recommending pursuing such a program, but if a community organization were to develop a program on their own, the County would want to support community efforts.
- Question: What type of support will the County provide to community organizations who wish to conduct exchanges? Answer: That is unknown at this time. Currently no resources are identified or available but staff would review options if such a program were conducted by a community organization.

- Question: Who would the community contact to access County resources and how will you let them know they are available. Answer: They may contact Health Services Department staff for assistance or the County Administrator's Office.
- Members were also interested in exploring other potential initiatives that were evidence-based and could be offered instead of a toy gun exchange.
- Furthermore, members expressed an interest in thinking more creatively about 'real' gun exchanges and if there was evidence for more creative exchange programs (e.g. guns for summer jobs). A report on real weapon buyback programs had previously been presented to the Task Force.
- Several members commented that they thought the directive was not clear in regards to the intended goals of the proposal.

At this time, staff has completed the work associated with this Board Directive and is seeking further direction from the Board. Should the Board have additional interest regarding this directive, staff can follow-up with further research or recommendations regarding those interests.



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CHRISTINA RIVERA
BUDGET MANAGER

May 5, 2014

To: Honorable Board of Supervisors

From: Mary Booher, Administrative Analyst

Re: Community Healing Directive #4-Training Program Review-Use of Force and alternatives

On December 3, 2013 the Board of Supervisors approved a number of actions as part of an effort to begin community healing after the tragedy of losing Andy Lopez. Directive #4 was to report back in 90 days on current and recommended training programs on the use of lethal force and alternatives.

Staff from the Sheriff's office developed a report and presented it to the Community and Local Law Enforcement Task Force on April 14, 2014. The report summarized the training program in use by the Sheriff's office, including Peace Officer Standards and Training (POST) requirements, with specific emphasis on training pertaining to the use of lethal force and less-than-lethal alternatives. Staff also presented two recommendations as part of this directive.

1. Purchase of a training simulator to enhance current training on an on-going basis. A video demonstration of a simulator training scenario was shared with the Task Force. While individual members of the Task Force felt that this may have some benefit, the Task Force, as a whole, did not believe they had enough information with which to make a recommendation. (Approximately \$160,000)
2. Purchase of 30 additional 40mm impact projectile launchers to equip tactical team members who are assigned to patrol. The Task Force members did not believe they had enough information with which to make a recommendation. (Approximately \$40,000)

During the course of this presentation, and the ensuing dialogue, additional concerns were voiced by members of the Task Force, as well as members of the public. These concerns are summarized below, along with when we expect further information to be presented to address these concerns.

1. The training requirements regarding diversity are not sufficient to truly provide adequate understanding of the topic. Staff expects further information and possible recommendations to be addressed in directive # 3-Cultural Diversity Recruitment and Training Programs.
2. The community is very interested in the Sheriff's office policies in general. Staff expects some of the tasks assigned directly to the Task Force will result in recommendations to begin to address this concern.

At this time, staff has completed the work associated with this Board directive and is seeking any additional direction the Board may have. Should the Board concur with the recommendations in the report; staff will work with the County Administrator's office to include these programs in the FY 14-15 budget hearings for consideration if funding is available.



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CHRISTINA RIVERA
BUDGET MANAGER

May 5, 2014

To: Honorable Board of Supervisors

From: Mary Booher, Administrative Analyst

Re: Community Healing Directive #5 Body-Worn (lapel) Cameras

On December 3, 2013 the Board of Supervisors approved a number of actions as part of an effort to begin community healing after the tragedy of losing Andy Lopez. Directive #5 was to report back in 60 days on feasibility and costs for providing law enforcement officers with body-worn (lapel) cameras.

Staff from the Sheriff's office developed a report and presented it to the Community and Local Law Enforcement Task Force on March 24, 2014. The staff explained the current pilot project, demonstrated two different cameras that are being tested, explained the different storage platforms that are being considered for the digital media (in-house server vs. cloud storage), and the policies that have been drafted regarding the use of the cameras and the release of the digital media obtained by the cameras. They also informed the Task Force that the Board of Supervisors appropriated \$240,000 in asset forfeiture funds to support this effort.

During the course of this presentation, and the ensuing dialogue, additional thoughts and concerns were voiced by members of the Task Force, as well as members of the public. These thoughts and concerns are summarized below.

- There was extensive discussion about the security of the media. This was focused both on ensuring the media could not be altered as well as storage/release of such media.
 - Both systems being tested use encryption for security to prevent editing as well as unauthorized releases.
 - Chain of custody is established by security protocols within the data management software, and is in compliance with existing case law.
 - The data management software tracks all releases of media.
 - If video is released to the media in an altered state (blurring to protect identity, for example), the blurring is done as an overlay and does not alter the original media.
 - If a recording becomes part of a complaint investigation or criminal investigation, the retention period (managed by the data management software) is extended.
 - Recordings will be available to both District Attorney and defense counsel.
- There was also extensive discussion regarding the policies regarding the use of the cameras and the storage/release of the media.
 - There was some preference shared for the Taser camera model, due to the buffer feature.
 - There was some preference for cloud based storage as a matter of trust and confidence.

- The Task Force requested that once the pilot program is complete, the revised draft policies be brought back to the Law Enforcement Accountability and the Community Policing subcommittees before returning to the full Task Force.

At this time, Sheriff's staff will complete the pilot program and finalize recommendations for full implementation of the body-worn camera program. Once these steps are completed and reviewed by the Task Force, staff will return to the Board for further direction.



OFFICE OF THE COUNTY ADMINISTRATOR

COUNTY OF SONOMA

575 ADMINISTRATION DRIVE – ROOM 104A
SANTA ROSA, CALIFORNIA 95403-2888
TELEPHONE (707) 565-2431
FAX (707) 565-3778

VERONICA A. FERGUSON
COUNTY ADMINISTRATOR

CHRIS THOMAS
ASSISTANT COUNTY ADMINISTRATOR

JENNIFER MURRAY
DEP. COUNTY ADMINISTRATOR

PETER RUMBLE
DEP. COUNTY ADMINISTRATOR

CHRISTINA RIVERA
BUDGET MANAGER

May 5, 2014

To: Honorable Board of Supervisors

From: Jennifer Milligan, Administrative Analyst

Re: Community Healing Directive #2A-Program Options regarding the buyback of real weapons

On December 3, 2013 the Board of Supervisors approved a number of actions as part of an effort to begin community healing after the tragedy of losing Andy Lopez. Directive #8 was to report back in 60 days on options for the addition of bilingual small business assistance programs in the Economic Development Department.

Staff from the Economic Development Department developed a report and presented it to the Community and Local Law Enforcement Task Force on March 10, 2014. The report summarized staff research on small business and hispanic demographic trends with a focus on current a future needs within the county. The report culminated in the following five recommendations (with associated costs):

1. Establish a bilingual English/Spanish Business Development Specialist position within the Economic Development Department - \$126,011
2. Provide expanded technical assistance and access to capital services targeted to the Hispanic business community - \$10,000
3. Host workshops and counseling on capital and loan access - \$500
4. With the Hispanic Chamber of Commerce, develop and conduct workshops and trainings for local and startup Hispanic businesses and translate EDB resource materials to Spanish - \$4,500
5. Develop a Latino Entrepreneurship Speaker Series and host a Hispanic Business Conference - \$7,000

During the course of this presentation, and the ensuing dialogue, additional thoughts were voiced by members of the Task Force, as well as members of the public. These thoughts are summarized below.

- General support for all the recommendations presented
- Concern this may not be enough resources, more than one staff person may be needed and/or more resource creation
- Potential to provide direct financial support to the Hispanic Chamber of Commerce

At this time, staff has completed the work associated with this Board directive and is seeking any additional direction the Board may have. Should the Board concur with the recommendations in the report; staff will work with the County Administrator's office to include these programs in the FY 14-15 budget hearings for consideration if funding is available.



County of Sonoma
Agenda Item
Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 31
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): BOS

Staff Name and Phone Number:

Efren Carrillo 565-2241

Supervisorial District(s):

Fifth

Title: Fee Waiver

Recommended Actions:

Approve fee waiver in the amount of \$2898 for community radio and emergency alert system - station KOWS - antenna relocation project. (Fifth District)

Executive Summary:

Radio Station KOWS has been broadcasting community radio 24/7 for seven years and is part of the FCC's Emergency Alert System. The station is volunteer run and operates on a very small volunteer driven budget. With the antennae relocation, KOWS will be able to increase its range and service area. The location is being donated by the landowner, and the fee waiver will reduce the fundraising efforts required for the move.

Prior Board Actions:

None.

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community

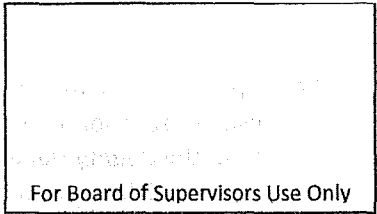
Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$ 2898	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$ 2898
	\$		\$
Total Expenditure	\$ 2898	Total Sources	\$ 2898

Narrative Explanation of Fiscal Impacts (If Required):			
Staffing Impacts			
Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)
Narrative Explanation of Staffing Impacts (If Required):			
None.			
Attachments:			
Fee Waiver Application, project description.			
Related Items “On File” with the Clerk of the Board:			
None.			

SUBMIT TO:
 Board of Supervisors
 575 Administration Dr, Ste 100A
 Santa Rosa, CA 95403

COUNTY OF SONOMA



Fee Waiver/Board Sponsorship Request Form

1. Contact information for individual requesting fee waiver/sponsorship:

Name: ARNOLD M. LEVINE
First Middle Last
 Mailing Address: 266 JESSE ST SEBASTOPOL CA 95472
Number, Street, Apt/Suite City State Zip
 Phone: (707) 540-2641 Email: arnold101@earthlink.net
Area Code, Number

2. Name of Community Based Organization, Non-Profit, or Government Agency for which fee waiver/sponsorship is requested:

Name: KOWS-LP 107.3FM COMMUNITY RADIO
 Mailing Address: P.O. BOX 1073 OCCIDENTAL CA 95465
Number, Street, Apt/Suite City State Zip
 Phone: (707) 874-9090 Email: KOWS@sonic.net
Area Code, Number

3. Please indicate by check mark the supervisory district in which the organization or agency submitting this request is located, where the project/activity/event will be held, and the district office to whom you would like to submit this request:

Board Member and District	Susan Gorin District 1	David Rabbitt District 2	Shirlee Zane District 3	Mike McGuire District 4	Efren Carrillo District 5
Entity or organization location (select all that apply)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Project/activity/event location (select all that apply)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
District office to receive request (select only one)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

4. Type of Community Based Organization, Non-profit, or Government Agency for which the fee waiver/sponsorship is requested:

- City Special District Other Local Government
 School Non-profit or CBO

Other (please specify): _____

5. Please provide a description of the project/activity/event for which a fee waiver/sponsorship is being requested on a separate sheet of paper. Please include the number of individuals who will participate or be served, etc.

6. Please indicate if this is a one-time or annual event: One Time Annual

7. Type and amount of fee waiver/sponsorship requested. Please list all County fees you are requesting be waived/sponsored in conjunction with this project/activity/event. Please attach a copy of an estimate or receipt from the County Department or Veteran's Building Operator documenting the amount of each fee you are requesting be waived/sponsored.

Department Assessing Fee	Type of Fee	Amount of Fee
PERMIT & RESOURCE MGT	NON COMMERCIAL TELECOMMUNICATIONS FACILITY 80' OR LESS	2,898.00

8. If your Community Based Organization, Non-Profit, or Governmental Agency has received a fee waiver/sponsorship for a similar project/activity/event in the past, please list below:

Date of Fee Waiver	Department Assessing Fee	Type of Fee	Amount of Fee
/ /			
/ /			
/ /			
/ /			

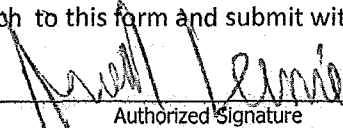
9. Does the organization or agency for which the fee waiver/sponsorship is requested receive funding from any of the following sources? If so, please specify:

- Property Tax Sales Tax Special Assessment
 User Fees

Other (please specify): _____

10. If you checked any of the boxes in number 9 above, please provide an explanation and supporting documentation regarding the inability of the organization or agency to pay the fees which you are requesting be waived/sponsored. Please attach to this form and submit with your request.

11. Will the organization or agency be charging an entry fee or be requesting a donation for the project/activity/event for which you are requesting a fee waiver/sponsorship? If so, please provide an explanation detailing why the fees to be waived/sponsored cannot be recovered through the entry fee. Please attach to this form and submit with your request.



 Authorized Signature
 4/23/14

 Date

KOWS FUNDRAISING COMMITTEE

 Title

FEE WAIVER/BOARD SPONSORSHIP REQUEST FORM

5) PROJECT DESCRIPTION

KOWS-LP 107.3fm West County's Community Radio, has been broadcasting 24/7 from downtown Occidental for seven years and streaming to the world at www.kows.fm. We are part of the FCC's Emergency Alert System (EAS) for West County. KOWS is an unfunded project of the Occidental Arts and Ecology Center, and they are also our fiscal agent. OAEC's non-profit i.d. is 68-0359676.

KOWS has about 70, all local volunteers, aged 9 to 90, who take pride in learning new skills and producing high quality, original programming.

Most of our funding comes from volunteer dues, local business underwriters, individual memberships, and our benefit events. Our annual operating budget is about \$25,000 per year.

Due to the current antenna location, and the hilly topography of the area, our signal does not reach all of West County as is our mission. In 2013 the FCC made some slight technical changes, which gave us a unique opportunity to move our antenna. This antenna relocation would enable us to increase our broadcast area served from approximately 25,000 to 250,000 people. The area stretches east-west from Occidental, Sebastopol and Santa Rosa, and north-south from Forestville, Graton, Rohnert Park and Cotati. This move will boost our vital EAS broadcast signal, and help involve, and bring together much more of the community.

We have a landowner willing to have our 50' antenna tower on their property, and we are starting our fundraising campaign of \$30,000 for the relocation project.

By waiving the \$2,898 county permit fee for the new antenna, the Board will give our antenna relocation project an immediate kick-start.



County of Sonoma Fee Waiver Policy

Authority: Board of Supervisors
Approval Date: June 2, 2009
Effective Date: July 1, 2009

1. Purpose

The purpose of this policy is to establish guidelines to be used to evaluate requests for fee waivers and to implement a structure and process through which consistent information for fee waiver requests will be collected and evaluated.

2. Background

Sonoma County is facing unprecedented fiscal challenges. As a result of the economic downturn, job and income losses, declining home values, and reduced consumption, the County's major sources of revenue property tax and sales tax have declined substantially. The situation is exacerbated by an increase in demand for county services. In light of this new fiscal reality, the county is reviewing all resource allocation decisions. Fee waivers, are an expense to the County General Fund. Fees are established to pay for the cost of a service provided by a county department. When a fee waiver is granted, the County General Fund pays the department in an amount equal to the fee waived.

3. Policy

The Board of Supervisors may, at their sole discretion, approve or disapprove fee waiver requests. Effective July 1, 2009, the following general guidelines will be used to assist in the determination of whether a requested fee waiver is eligible or ineligible.

Eligible for fee waivers	Ineligible for fee waivers
Community based organizations (CBO) or non-profits providing a direct service that is similar to or complimentary to a key county policy goal or direct service that the county is typically responsible for providing; e.g. emergency or economic assistance or basic sustenance needs (emergency food, shelter, etc.)	Flood elevation program fees
	Other county department fees
	Other governmental agencies – unless they can demonstrate an inability to pay the county fee
Governmental agencies that do not receive tax funding and can demonstrate an inability to pay the county fee	Fund raising events - where attendees pay a fee for admission to the event or in the case of festivals where vendors pay to participate in the event

4. Phased in Reduction for CBOs and Non-Profits

CBOs and non-profits that have received a fee waiver in the 12 months prior to the effective date of this policy, for an activity/event that may no longer be eligible under this policy, will be considered for a phased reduction in fees as follows:

- Year 1 – Up to two-thirds of the fee amount previously waived, may be waived
- Year 2 – Up to one-third of the fee amount previously waived, may be waived
- Year 3 – Fee waiver ineligible

The phased-in reduction does not apply to CBOs and non-profits who received fee waivers for a fund raising activity/event, where the CBO or non-profit has the ability to set entry or participation fees at a level necessary to cover costs, including the cost of any associated fees.

5. Fee Waiver Request Form

Fee waiver requests submitted on or after June 2, 2009, must be accompanied by a Fee Waiver Request Form (Attachment A). Copies of this form may be obtained from the County of Sonoma, Clerk of the Board of Supervisors, located at 575 Administration Drive, Room 100A, Santa Rosa, CA, 95403, or at the following website: <http://www.sonoma-county.org/board/index.htm>.

Fee Waiver Request Forms must be complete, signed, and accompanied by supporting documentation to demonstrate eligibility for the requested fee waiver. Demonstrated eligibility does not assure approval of a fee waiver request.

Completed Fee Waiver Request Forms shall be submitted to the Clerk of the Board of Supervisors at the address above. The Clerk will forward requests to the Board Member specified by the applicant.



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 44
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: May 13, 2014

Vote Requirement: Majority

Department or Agency Name(s): Permit and Resource Management Department

Staff Name and Phone Number:

Scott Hunsperger 565-2404

Supervisorial District(s):

First

Title: Zone Change to remove the Z (Second Dwelling Unit Exclusion) combining district; Norm Oliver, applicant for Bacchus Ventures LP, owners; ZCE13-0019.

Recommended Actions:

Adopt an Ordinance to rezone a 3.08 acre parcel to remove the Z (Second Dwelling Unit Exclusion) combining district for property located at 701 Leveroni Road, Sonoma; APN 128-301-027.

Executive Summary:

Action Requested of the Board of Supervisors:

The Board is requested to conduct a public hearing on the proposed Zone Change and consider the Planning Commission recommendation. The proposal is to remove the Z (Second Dwelling Unit Exclusion) combining district. At the conclusion of the hearing your Board may find the proposed project exempt from CEQA and approve the Zone Change as recommended by staff and the Planning Commission.

Prior Actions:

On March 6, 2014, the Planning Commission, with a 5-0 vote, recommended that the Board of Supervisors approve the request for a Zone Change to remove the Second Dwelling Unit Exclusion (Z) district to allow construction of a second dwelling unit on the site.

Location, Zoning and Project Description:

The subject property is located at 701 Leveroni Road, Sonoma; APN 128-301-027. The base zoning is LIA (Land Intensive Agriculture), 20-acre density district, and combining zones of F2 (Secondary Floodplain), SR (Scenic Resources), VOH (Valley Oak Habitat), Z (Second Dwelling Unit Exclusion).

The proposed project is a request for a Zone Change on 3.08 acres from the LIA (Land Intensive

Agriculture), 20-acre density (with the following combining zones: F2 (Secondary Floodplain), SR (Scenic Resources), VOH (Valley Oak Habitat), Z (Second Unit Exclusion)) to the LIA (Land Intensive Agriculture), 20-acre density, F2 (Secondary Floodplain), SR (Scenic Resources), VOH (Valley Oak Habitat) districts to allow for construction of a Second Dwelling Unit.

ISSUES DISCUSSED AT THE PLANNING COMMISSION PUBLIC HEARING

Issue #1: Conformance with the General Plan

The subject property received the Z (Second Dwelling Unit Exclusion) combining designation in 1990 during the implementation of the 1989 General Plan because the parcel was zoned AE (Agriculture Exclusive). Removal of the Z (Second Dwelling Unit Exclusion) district on the subject parcel is consistent with the General Plan.

Currently, LIA parcels without the Z (Second Dwelling Unit Exclusion) designation could have up to three dwellings: a primary single family residence as allowed by density; a Second Dwelling Unit; and an agricultural employee unit with qualifying agricultural production on-site, such as 20 acres of planted crops, 100 beef cattle, 30 mature horses, etc. However, the subject parcel would not have enough room to accommodate enough crops or livestock to qualify for an agricultural employee unit. The size of the parcel and the soil conditions for septic system capacity would also limit how many dwellings could actually fit on the property. The 3.08 acre parcel most likely is too small to be viable for most commercial agricultural uses and therefore not likely to qualify for full-time agricultural employees. Due to septic system requirements, such as setbacks and room for expansion areas, it is unlikely that there would be any room for additional dwellings other than the primary residence and future second unit.

In addition, the 2009 General Plan Housing Element contains Policy HE-3c and a program to remove the Z overlay from such parcels when they are between two and ten acres in size. The Board of Supervisors adopted this policy and program, but directed staff to continue to implement it on a case-by-case basis due to budgetary restrictions. The subject request is consistent with the Housing Element Program Policy.

Issue #2: Conformance with the Zoning Ordinance

Second Dwelling Units are allowed in the LIA district as long as the site is not subject to a Land Conservation Contract (AKA Williamson Act), is at least two acres in size, and can otherwise meet the Second Dwelling Unit standards. Application and removal of the Z Combining District conforms to the Second Unit Exclusion Combining District Section of the Sonoma County Zoning Ordinance. Section 26-76-005 states the following reasons for applying the Z (Second Unit Exclusion) combining district:

The purpose of this district is to provide for the exclusion of second dwelling units in the following areas:

- a) *Areas where there is an inadequate supply of water for drinking or firefighting purposes,*
- b) *Areas where there are inadequate sewer services or danger of groundwater contamination,*

c) *Areas where the addition of second units would contribute to existing traffic hazards or increase the burden on heavily impacted streets, roads, or highways, and*

d) *Areas where, because of topography, access, or vegetation, there is a significant fire hazard (Ord. No. 4643, 1993).*

The above reasons do not apply to the project site as stated with the following explanations:

Water Supply:

Groundwater availability maps show that the subject property is located in a Groundwater Availability Area 1 which indicates that the area is a major natural groundwater recharge area, and sufficient water supplies are anticipated. Thus the Z (Second Dwelling Unit Exclusion) combining district would not be necessary due to the lack of water availability.

Wastewater Disposal:

The project site has adequate area to accommodate the leach field area required for a second dwelling unit. Adjoining properties are also served by private septic systems on both smaller and larger parcels. There is not evidence to justify retaining the Z (Second Dwelling Unit Exclusion) combining designation due to potential contamination of groundwater.

Traffic Hazards:

The site is not located in an area with existing traffic hazards. The addition of a second dwelling unit to this site would not significantly increase the burden on streets, roads, or highways in the area as they are all operating acceptably and are not projected to become impacted in the foreseeable future.

Fire Hazards:

The Safety Element of the General Plan indicates areas that are prone to wildfires and would be considered to be subject to high fire danger. The subject property is not located in such an area.

Issue #3: Spot Zoning

The County of Sonoma has attempted to implement a comprehensive land use plan through its Zoning Ordinance. Spot zoning is generally considered undesirable. The subject property was compared to adjoining properties to determine the overall pattern of zoning designations. Other properties to the east are generally small LIA (Land Intensive Agriculture) parcels similar to the subject parcel. There are other parcels in the immediate vicinity that do not carry the "Z" designation and therefore removal of the "Z" overlay does not constitute spot zoning and is consistent with the Board of Supervisors direction to process such requests on a case by case basis.

Prior Board Actions:

None.

Strategic Plan Alignment Goal 1: Safe, Healthy, and Caring Community

By removing the Z (Second Dwelling Unit Exclusion) designation on this parcel, a Second Dwelling Unit would be allowed by the Zoning Ordinance on the parcel. Second Dwelling Units, merely based on the

size limitations in the Zoning Ordinance, have proven to provide more affordable rents to lower income households.

Fiscal Summary - FY 13-14

Expenditures		Funding Source(s)	
Budgeted Amount	\$	County General Fund	\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):

This project is "at-cost" and the applicant pays all processing fees.

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

- Exhibit A: Draft Ordinance and Sectional District Map
- Exhibit B: Vicinity Map
- Exhibit C: General Plan Land Use Map
- Exhibit D: Planning Commission Resolution No. 14-005
- Exhibit E: Planning Commission Minutes dated March 6, 2014
- Exhibit F: Planning Commission Staff Report dated March 6, 2014

Related Items "On File" with the Clerk of the Board:

None.

ORDINANCE NO.

AN ORDINANCE OF THE BOARD OF SUPERVISORS, COUNTY OF SONOMA, STATE OF CALIFORNIA, AMENDING THE OFFICIAL ZONING DATABASE OF THE COUNTY OF SONOMA, ADOPTED BY REFERENCE BY SECTION 26-02-110 OF THE SONOMA COUNTY CODE, BY RECLASSIFYING CERTAIN REAL PROPERTY FROM LIA (LAND INTENSIVE AGRICULTURE), B6-20 ACRE DENSITY, SR (SCENIC RESOURCES), F2 (FLOODPLAIN COMBINING DISTRICT), VOH (VALLEY OAK HABITAT), Z (SECOND DWELLING UNIT EXCLUSION) DISTRICT(S) TO THE LIA (LAND INTENSIVE AGRICULTURE), B6-20 ACRE DENSITY, SR (SCENIC RESOURCES), F2 (FLOODPLAIN COMBINING DISTRICT), VOH (VALLEY OAK HABITAT) DISTRICT FOR 3.08 ACRES LOCATED AT 701 LEVERONI ROAD, SONOMA; APN 128-301-027.

The Board of Supervisors of the County of Sonoma, State of California, ordains as follows:

SECTION I: The Official Zoning Database (OZD) of the County, adopted by reference by Section 26-02-110 of the Sonoma County Code, is amended by reclassifying the following real property from the LIA (Land Intensive Agriculture) B6-20 acre density, SR (Scenic Resources), F2 (Floodplain Combining District), VOH (Valley Oak Habitat), Z (Second Dwelling Unit Exclusion) district(s) to the LIA (Land Intensive Agriculture), B6-20 acre density, SR (Scenic Resources), F2 (Floodplain Combining District), VOH (Valley Oak Habitat) for 3.08 acres located approximately 1700 feet from the intersection of Leveroni Road and Harris Road, also known as 701 Leveroni Road, Sonoma, APN 128-301-027. File No. ZCE13-0019. The Director of the Permit and Resource Management Department is directed to reflect this amendment to the OZD of the County as shown on Sectional District Map No.

SECTION II: The Proposed Project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the State CEQA Guidelines.

SECTION III: If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional and invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The Board of Supervisors hereby declares that it would have passed this Ordinance and every section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional or invalid.

SECTION IV: This Ordinance shall be and the same is hereby declared to be in full force and effect from and after thirty (30) days after the date of its passage and shall be published once before the expiration of fifteen (15) days after said passage, with the names of the Supervisors voting for or against the same, in a newspaper of general circulation, published in the County of Sonoma, State of California.

In regular session of the Board of Supervisors of the County of Sonoma, passed and adopted this 13th day of May, 2014, on regular roll call of the members of said Board by the following vote:

SUPERVISORS:

Gorin:	Zane:	McGuire:	Carrillo:	Rabbitt:
Ayes:	Noes:	Absent:	Abstain:	

WHEREUPON, the Chair declared the above and foregoing Ordinance duly adopted and

SO ORDERED

Chair, Board of Supervisors
County of Sonoma

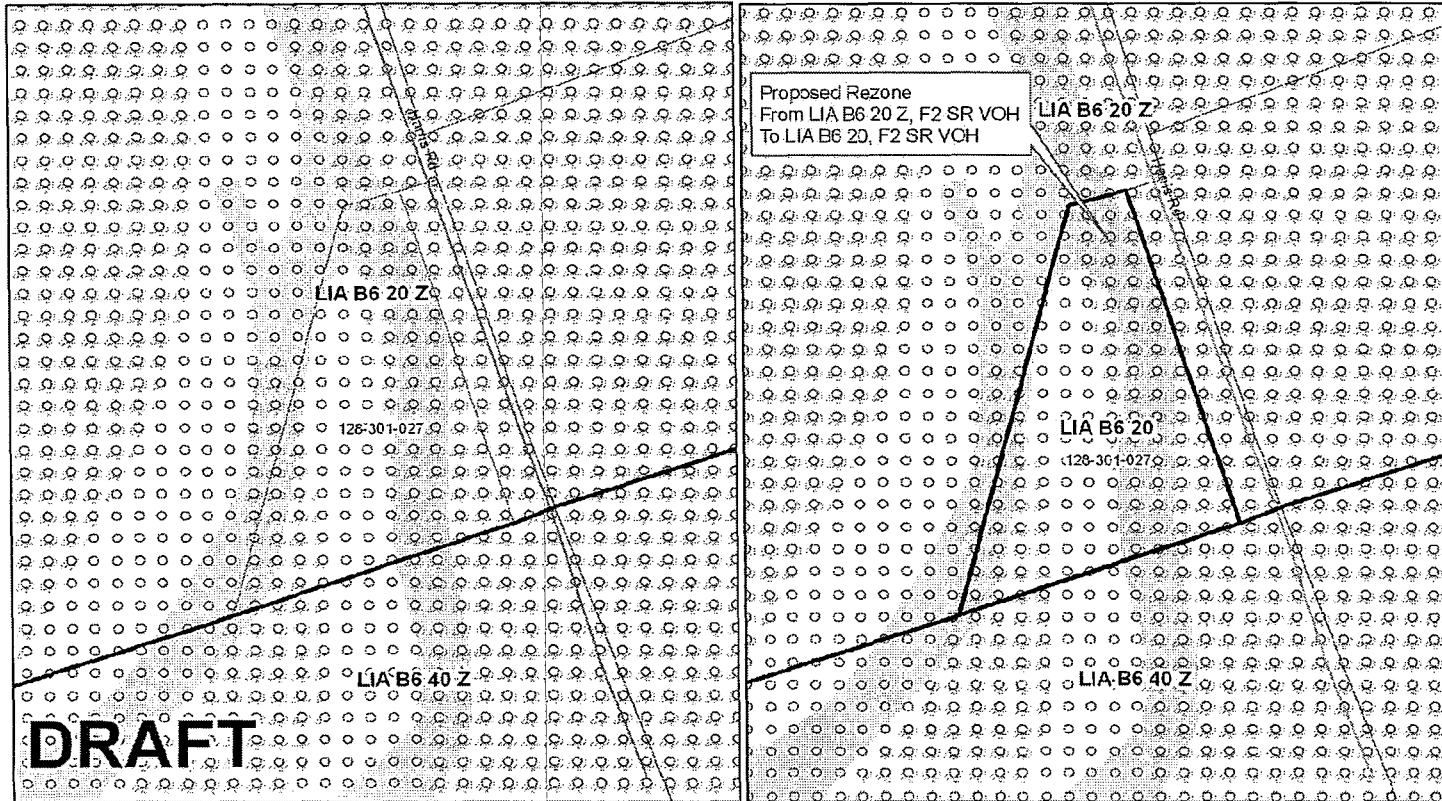
ATTEST:

Veronica A. Ferguson
Clerk of the Board of Supervisors

Sectional District Map

Existing Zoning

Proposed Zoning



Base Map Data	Zoning Combining Districts				Scale	
Proposed Rezone	LU Policy	SD Scenic Design	G Geologic Hazard			FILE: ZCE 13-0019 AP #: 128-301-027 Ordinance No. Sectional District Map No.
Base zoning by Area	AH Affordable Housing	SR Scenic Resource	F2 Floodplain			
Highways	HD Historic District	VOH Valley Oak Habitat	F1 Floodway	Permit and Resource Management Department Project Review Section 2550 Ventura Avenue, Santa Rosa, CA 95403 (707) 565-1965 Fax (707) 565-1103		
Intermittent Stream	BR Biotic Resource	MR Mineral Resource				
Perennial Stream						

Author: PRMD Cartography: D. Reinier File No: S:\GIS-DATA\PRMD_BASE\PRMD Department Projects\Project Review\Ordinance Mosaic\ORDNCS\By File No\zce13-0019.mxd Date: 02/08/2014



PRMD

Activity #ZCE13-0019

Vicinity Map

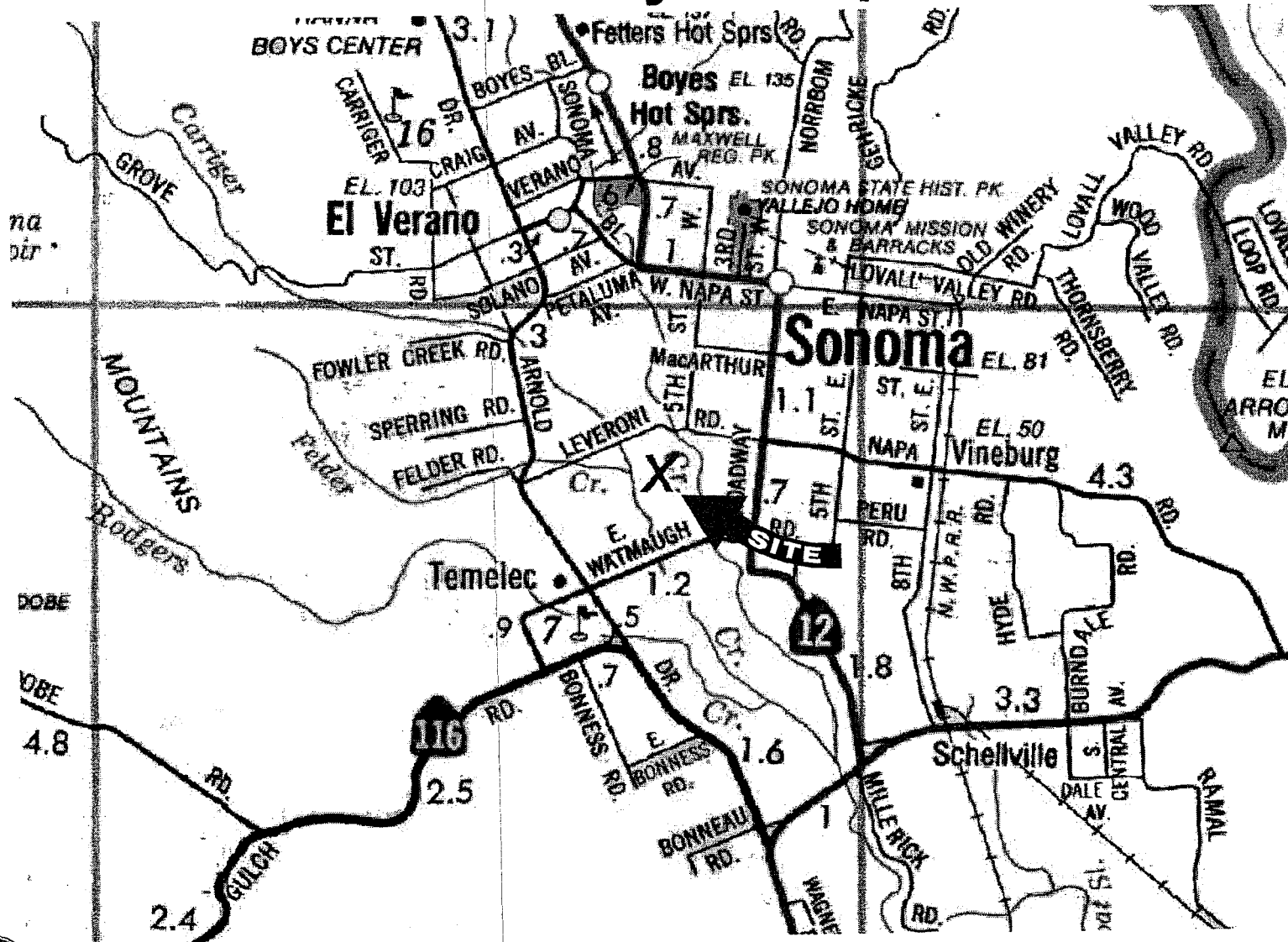


EXHIBIT B

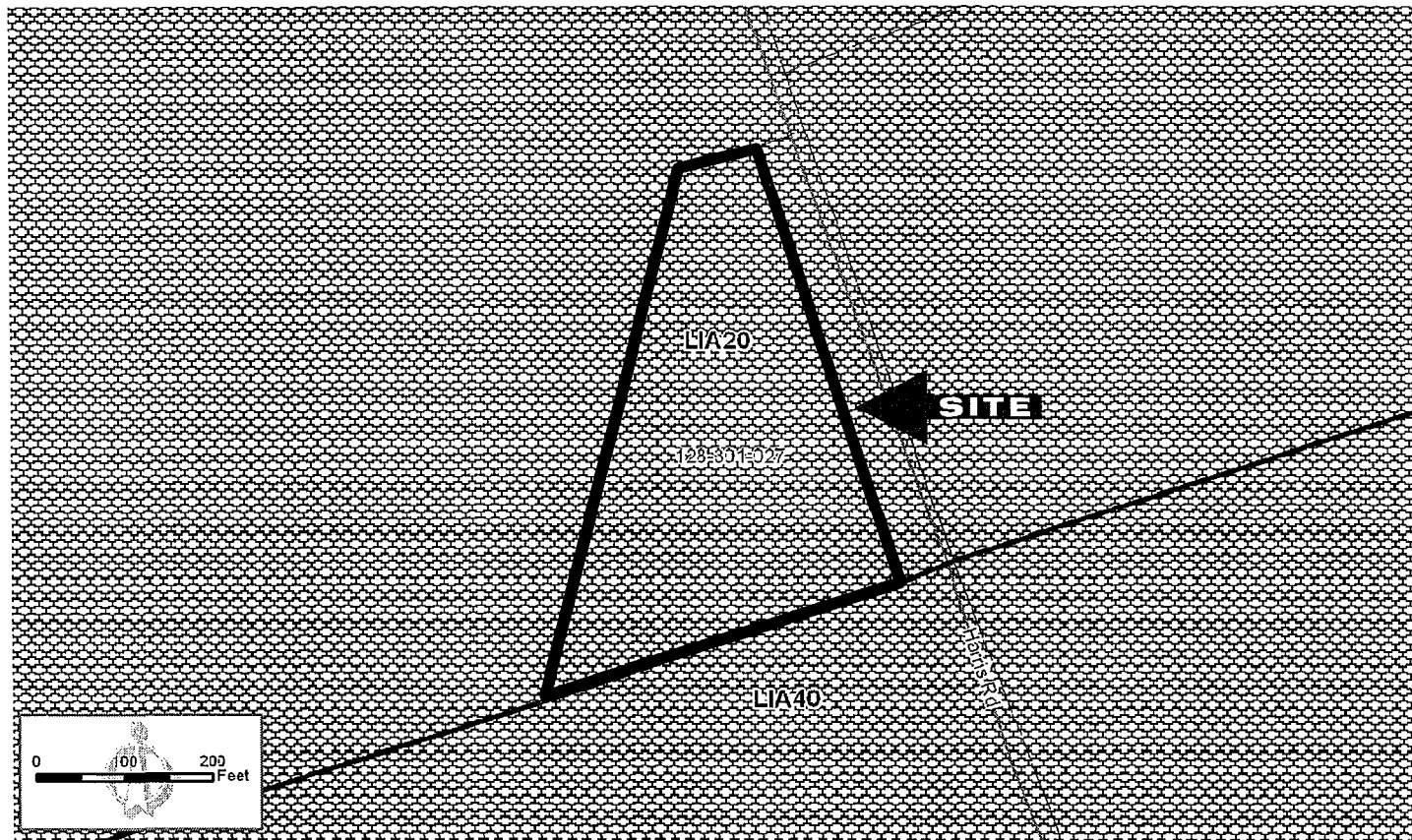


PRMD

Activity #ZCE13-0019

General Plan Land Use Map

EXHIBIT C



General Plan Land Use

- | | |
|---|--------------------------------------|
| Diverse Agriculture | General Commercial |
| Land Extensive Agriculture | Limited Commercial |
| Land Intensive Agriculture | Limited Commercial Traffic Sensitive |
| Resource and Rural Development | General Industrial |
| Rural Residential | Limited Industrial |
| Urban Residential | Public / Quasi Public |
| Recreation / Visitor-Serving Commercial | |

Base Map Data

- | | |
|----------------------|-----------------------------|
| Planning Area Policy | Coastal Commission Boundary |
| Affordable Housing | Urban Service Area Boundary |
| City | Highways |
| | Perennial Streams |
| | Intermittent Streams |

Numbers on map indicate maximum density in Acres/Unit except: Urban Residential where numbers indicate Units/Acre.



PRMD

Activity #ZCE13-0019

Resolution Number 14-002

County of Sonoma
Santa Rosa, California

March 6, 2014
ZCE13-0019 Scott Hunsperger

RESOLUTION OF THE PLANNING COMMISSION, COUNTY OF SONOMA, STATE OF CALIFORNIA, RECOMMENDING THE BOARD OF SUPERVISORS FIND THE PROPOSED PROJECT EXEMPT FROM CEQA AND APPROVE THE ZONE CHANGE AS REQUESTED BY NORM OLIVER FOR OWNER BACCHUS VENTURES LP FOR PROPERTY LOCATED AT 701 LEVERONI ROAD, SONOMA; APN 128-301-027.

WHEREAS, the applicant, Norm Oliver for owner Bacchus Ventures, LP, filed an application with the Sonoma County Permit and Resource Management Department to rezone the 3.08 acres from the LIA (Land Intensive Agriculture), 20-acre density, F2 (Secondary Floodplain), SR (Scenic Resources), VOH (Valley Oak Habitat), Z (Second Unit Exclusion) to the LIA (Land Intensive Agriculture), 20-acre density, F2 (Secondary Floodplain), SR (Scenic Resources), VOH (Valley Oak Habitat) district or other appropriate district on property located at 701 Leveroni Road, Sonoma; APN 128-301-027; Supervisorial District No. 1; and

WHEREAS, Section 15061 (b) (3) of the California Code of Regulations provides that where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA; and

WHEREAS, in accordance with the provisions of law, the Planning Commission held a public hearing on March 6, 2014, at which time all interested persons were given an opportunity to be heard.

WHEREAS, the Planning Commission makes the following findings:

1. General Plan Housing Element Policy HE-3c includes a program to remove qualifying parcels when they are between two and ten acres in size. The subject parcel is 3.08 acres in size and construction of a second dwelling unit is consistent with Housing Element goals and objectives to increase opportunities for the production of affordable housing such as second dwelling units.
2. Removal of the Z (Second Unit Exclusion) combining district is consistent with the LIA (Land Intensive Agriculture) 20-acre density land use designation and will not significantly alter any of the potential uses that would be currently allowed on this site.
3. The removal of the Z (Second Dwelling Unit Exclusion) combining district is consistent with the Zoning Code based on the following facts. The particular circumstances in this case are:
 - a. The Resource Conservation Element (Figure RC-2i) of the Sonoma County General Plan for Planning Area 9 designates the project site as an Area 1 Water Availability Area, meaning that the site is located on a major groundwater recharge area and there is adequate water supply to serve the proposed second dwelling unit and future primary unit.

- b. The 3.08-acre parcel appears to have adequate room to accommodate the leach field area required for both the primary dwelling and second dwelling unit with required expansion areas.
 - c. The site is not located in an area with existing traffic hazards. The addition of a second dwelling unit to this site would not increase the burden on streets, roads or highways in the area as they are all operating acceptably and are not projected to become impacted in the foreseeable future.
 - d. The project site is not located within a designated fire hazard area. Removal of the Z (Second Dwelling Unit Exclusion) combining district would not decrease public safety.
 - e. The 3.08-acre parcel is too small to be viable for commercial agriculture and septic capability will limit the potential for additional dwellings such as agricultural employee units.
4. The project is exempt from CEQA pursuant to Section 15061(b)(3).

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission recommends that the Board of Supervisors approve the requested Zone Change,

BE IT FURTHER RESOLVED that the Planning Commission designates the Secretary of the Planning Commission as the custodian of the documents and other material which constitute the record of proceedings upon which the decision herein is based. These documents may be found at the office of the Sonoma County Permit and Resource Management Department, 2550 Ventura Avenue, Santa Rosa, CA 95403.

THE FOREGOING RESOLUTION was introduced by Commissioner Fogg, who moved its adoption, seconded by Commissioner Liles, and adopted on roll call by the following vote:

Commissioner Fogg	Aye
Commissioner Montoya	Aye
Commissioner Shahhosseini	Aye
Commissioner Liles	Aye
Commissioner Davis	Aye

Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

WHEREUPON, the Chair declared the above and foregoing Resolution duly adopted; and

SO ORDERED.



*Sonoma County Combined Planning Commission
and Board of Zoning Adjustments*
MINUTES

Sonoma County Permit and Resource Management Department
2550 Ventura Avenue, Santa Rosa, CA 95403
(707) 565-1900 FAX (707) 565-1103

Date: March 6, 2014
Meeting No.: 14-02

ROLL CALL

Commissioners

Shawn Montoya
Komron Shahhosseini
Jason Liles
Pam Davis
Dick Fogg, Chair

Staff Members

Jennifer Barrett
Scott Hunsperger
Traci Tesconi
Jane Riley
Lisa Posternak
Sue Dahl, Secretary
David Hurst, Chief Deputy County Counsel

1:00 PM Approval of Minutes -

Correspondence

Planning Commission / Board of Supervisors Actions

Commissioner Announcements/Disclosures

Public Appearances

Items scheduled on the agenda

**PLANNING COMMISSION / BOARD OF ZONING ADJUSTMENTS
COMBINED MEETING UNCONTESTED CALENDAR**

Item No. 1	Time: 1:05 p.m.	File: ZCE13-0019
Applicant:	Norm Oliver	Staff: Scott Hunsperger
Env. Doc:	Categorical Exemption	
Proposal:	Request for a Zone Change to remove the Z (Second Unit Exclusion) Zoning District from a 3.08 acre parcel.	
Location:	701 Leveroni Road, Sonoma	
APN:	128-301-027	Supervisorial District: 1
Zoning:	LIA (Land Intensive Agriculture), B6 – 20 acre density, Z (Second Dwelling Unit Exclusion), F2 (Secondary Flood Plain), SR (Scenic Resources), VOH (Valley Oak Habitat)	

Scott Hunsperger summarized the staff report, which is incorporated herein by reference.

Commissioner Fogg asked Staff Hunsperger to show the location of the new residence, and expressed concern about its proximity to the flood plan.

Public hearing opened at 1:15

Norm Oliver, applicant explained where the new residence is to be located and stated that it is not in the flood plain, although a portion of the property is in flood plain. The existing house is going to be converted into the second dwelling unit.

Public Hearing Closed at 1:25.

Action: **Commissioner Fogg** moved to recommend approval of the Zone Change to the Board of Supervisors. Seconded by **Commissioner Liles** and passed with a 5-0 vote.
Appeal Deadline: n/a
Resolution No.: 14-002

Fogg: aye	Montoya: aye	Shahhosseini: aye	Liles: aye	Davis: aye
Ayes: 5	Noes: 0	Absent: 0	Abstain: 0	

Minutes approved on April 10, 2014



Sonoma County Planning Commission **STAFF REPORT**

Sonoma County Permit and Resource Management Department

2550 Ventura Avenue, Santa Rosa, CA 95403

(707) 565-1900 FAX (707) 565-1103

FILE: ZCE13-0019
DATE: March 6, 2014
TIME: 1:05 p.m.
STAFF: Scott Hunsperger, Project Planner

Board of Supervisors Hearing will be held at a later date and will be noticed at that time.

SUMMARY

Applicant: Norm Oliver

Owner: Bacchus Ventures LP

Location: 701 Leveroni Road, Sonoma
APNs: 128-301-027 Supervisorial District No.: 1

Subject: Zone Change

PROPOSAL: Request for a Zone Change to remove the Z (Second Unit Exclusion) Zoning District from a 3.08 acre parcel.

Environmental Categorical Exemption 15061(b)(3)

General Plan: LIA (Land Intensive Agriculture) 20-acre density

Specific/Area Plan: None

Land Use:

Ord. Reference: Section 26-76-005

Zoning: LIA (Land Intensive Agriculture), 20-acre density, F2 (Secondary Floodplain), SR (Scenic Resources), VOH (Valley Oak Habitat), Z (Second Unit Exclusion)

Agricultural Preserve: None

Application Complete for Processing: January 3, 2014

RECOMMENDATION: Recommend that the Board of Supervisors approve the requested Zone Change to remove the Z (Second Unit Exclusion) district from the subject property.

EXHIBIT F

ANALYSIS

Background:

The subject property was rezoned to the current zoning designation in 1990 as part of the implementation of the 1989 General Plan. The Board of Supervisors adopted Ordinance No. 4643 rezoning agricultural and resource lands to match the new General Plan designations. All lands that were previously designated as AE (Agriculture Exclusive) or that were subject to an active Williamson Act Contract were rezoned to include the Z Combining District. The application of the Z Combining District was based on the fact that agricultural lands are allowed additional dwellings related to agricultural uses of the property including agricultural employee units, seasonal and year-round farmworker housing and the Land Conservation contracts do not allow second units. The subject site is not encumbered by a Williamson Act Contract.

Project Description:

The applicant has requested that the Z (Second Dwelling Unit Exclusion) combining district designation be removed from the subject 3.08 acre parcel so a second dwelling unit can be permitted on the site.

Site Characteristics:

The subject site is comprised of 3.08 +/- acres and is located approximately 1700 feet southeast of the intersection of Leveroni Road and Harris Road. The parcel is primarily flat with a creek located near the eastern property line. The site is currently developed with a single family residence and various accessory agricultural buildings. There is a driveway to the project site for access to the existing buildings from Harris Road. There are no apparent active agricultural uses currently on the site.

Surrounding Land Use and Zoning:

North: Agricultural with Residences; Zoned LIA (Land Intensive Agriculture), 20-acre density

South: Agricultural with Residences; Zoned LIA (Land Intensive Agriculture), 40-acre density

East: Agricultural with Residences; Zoned LIA (Land Intensive Agriculture), 20-acre density

West: Agricultural with Residences; Zoned LIA (Land Intensive Agriculture), 20-acre density

DISCUSSION OF ISSUES

Issue #1: Conformance with the General Plan

The subject property received the Z (Second Dwelling Unit Exclusion) combining designation in 1990 during the implementation of the 1989 General Plan because the parcel was zoned AE (Agriculture Exclusive). Second dwelling units are allowed in the LIA district as long as the site is not subject to a Williamson Act Contract, is at least two acres in size, and can otherwise meet the Second Unit standards. Removal of the Z (Second Dwelling Unit Exclusion) district on the subject parcel appears to be consistent with the General Plan.

Currently, LIA parcels without the Z (Second Dwelling Unit Exclusion) designation could have up to three dwellings: a primary single family residence as allowed by density; a second dwelling unit; and an agricultural employee unit with qualifying agricultural production on-site, such as 20 acres of planted crops, 100 beef cattle, 30 mature horses, etc. However, the subject parcel would not have enough room to accommodate enough crops or livestock to qualify for an agricultural employee unit. The size of the parcel and the soil conditions for septic system capacity would also limit how many dwellings could actually fit on the property. The 3.08 acre parcel most likely is too small to be viable for most commercial

agricultural uses and is therefore not likely to qualify for full-time agricultural employees. Due to septic system requirements, such as setbacks and room for expansion areas, it is unlikely that there would be any room for additional dwellings other than the primary residence and future second unit.

In addition, the 2009 General Plan Housing Element contains Policy HE-3c and a program to remove the Z overlay from such parcels when they are between two and ten acres in size. The Board of Supervisors adopted this policy and program, but directed staff to continue to implement it on a case-by-case basis due to budgetary restrictions. The subject request is consistent with the Housing Element Program Policy.

Issue #2: Conformance with the Zoning Ordinance

Application and removal of the Z Combining District should conform to the Second Unit Exclusion Combining District Section of the Sonoma County Zoning Ordinance. Section 26-76-005 states the following reasons for applying the Z (Second Unit Exclusion) combining district:

The purpose of this district is to provide for the exclusion of second dwelling units in the following areas:

- a) Areas where there is an inadequate supply of water for drinking or firefighting purposes,*
- b) Areas where there are inadequate sewer services or danger of groundwater contamination,*
- c) Areas where the addition of second units would contribute to existing traffic hazards or increase the burden on heavily impacted streets, roads, or highways, and*
- d) Areas where, because of topography, access, or vegetation, there is a significant fire hazard (Ord. No. 4643, 1993).*

The above reasons do not appear to apply to the project site as stated with the following explanations:

Water Supply:

Groundwater availability maps show that the subject property is located in a Groundwater Availability Area 1 which indicates that the area is a major natural groundwater recharge area, and sufficient water supplies are anticipated. Thus the Z (Second Dwelling Unit Exclusion) combining district would not be necessary due to the lack of water availability.

Wastewater Disposal:

The project site appears to have adequate area to accommodate the leach field area required for a second dwelling unit. Adjoining properties are also served by private septic systems on both smaller and larger parcels. There does not appear to be justification for the Z (Second Dwelling Unit Exclusion) combining designation being retained due to potential contamination of groundwater.

Traffic Hazards:

The site is not located in an area with existing traffic hazards. The addition of a second dwelling unit to this site would not significantly increase the burden on streets, roads, or highways in the area as they are all operating acceptably and are not projected to become impacted in the foreseeable future.

Fire Hazards:

The Safety Element of the General Plan indicates areas that are prone to wildfires and would be considered to be subject to high fire danger. The subject property is not located in such an area.

Issue #3: Spot Zoning

The County of Sonoma has attempted to implement a comprehensive land use plan through its Zoning Ordinance. Spot zoning is generally considered undesirable. The subject property was compared to adjoining properties to determine the overall pattern of zoning designations. Other properties to the east are generally small LIA (Land Intensive Agriculture) parcels similar to the subject parcel. There are other parcels in the immediate vicinity that do not carry the "Z" designation and therefore removal of the "Z" overlay does not constitute spot zoning and is consistent with the Board of Supervisors direction to process such requests on a case by case basis.

STAFF RECOMMENDATION

Recommend that the Board of Supervisors approve the requested Zone Change to remove the Z (Second Unit Exclusion) zoning district from the subject parcel..

FINDINGS FOR RECOMMENDED ACTION

1. General Plan Housing Element Policy HE-3c includes a program to remove qualifying parcels when they are between two and ten acres in size. The subject parcel is 3.08 acre in size and construction of a second dwelling unit is consistent with Housing Element goals and objectives to increase opportunities for the production of affordable housing such as second dwelling units.
2. Removal of the Z (Second Unit Exclusion) combining district is consistent with the LIA (Land Intensive Agriculture) 20-acre density land use designation and will not significantly alter any of the potential uses that would be currently allowed on this site.
3. The removal of the Z (Second Dwelling Unit Exclusion) combining district is consistent with the Zoning Code based on the following facts. The particular circumstances in this case are:
 - a. The Resource Conservation Element (Figure RC-2i) of the Sonoma County General Plan for Planning Area 9 designates the project site as an Area 1 Water Availability Area, meaning that the site is located on a major groundwater recharge area and there is adequate water supply to serve the proposed second dwelling unit and future primary unit.
 - b. The 3.08-acre parcel appears to have adequate room to accommodate the leach field area required for both the primary dwelling and second dwelling unit with required expansion areas.
 - c. The site is not located in an area with existing traffic hazards. The addition of a second dwelling unit to this site would not increase the burden on streets, roads or highways in the area as they are all operating acceptably and are not projected to become impacted in the foreseeable future.
 - d. The project site is not located within a designated fire hazard area. Removal of the Z (Second Dwelling Unit Exclusion) combining district would not decrease public safety.
 - e. The 3.08-acre parcel is too small to be viable for commercial agriculture and septic capability will limit the potential for additional dwellings such as agricultural employee units.
4. The project is exempt from CEQA pursuant to Section 15061(b)(3).

LIST OF ATTACHMENTS

- EXHIBIT A: Draft Ordinance and Sectional District Map
EXHIBIT B: Vicinity Map
EXHIBIT C: General Plan Land Use Map
EXHIBIT D: Draft Resolution

ORDINANCE NO.

AN ORDINANCE OF THE BOARD OF SUPERVISORS, COUNTY OF SONOMA, STATE OF CALIFORNIA, AMENDING THE OFFICIAL ZONING DATABASE OF THE COUNTY OF SONOMA, ADOPTED BY REFERENCE BY SECTION 26-02-110 OF THE SONOMA COUNTY CODE, BY RECLASSIFYING CERTAIN REAL PROPERTY FROM LIA (LAND INTENSIVE AGRICULTURE), B6-20 ACRE DENSITY, SR (SCENIC RESOURCES), F2 (FLOODPLAIN COMBINING DISTRICT), VOH (VALLEY OAK HABITAT), Z (SECOND DWELLING UNIT EXCLUSION) DISTRICT(S) TO THE LIA (LAND INTENSIVE AGRICULTURE), B6-20 ACRE DENSITY, SR (SCENIC RESOURCES), F2 (FLOODPLAIN COMBINING DISTRICT), VOH (VALLEY OAK HABITAT) DISTRICT FOR 3.08 ACRES LOCATED AT 701 LEVERONI ROAD, SONOMA; APN 128-301-027.

The Board of Supervisors of the County of Sonoma, State of California, ordains as follows:

SECTION I: The Official Zoning Database (OZD) of the County, adopted by reference by Section 26-02-110 of the Sonoma County Code, is amended by reclassifying the following real property from the LIA (Land Intensive Agriculture) B6-20 acre density, SR (Scenic Resources), F2 (Floodplain Combining District), VOH (Valley Oak Habitat), Z (Second Dwelling Unit Exclusion) district(s) to the LIA (Land Intensive Agriculture), B6-20 acre density, SR (Scenic Resources), F2 (Floodplain Combining District), VOH (Valley Oak Habitat) for 3.08 acres located approximately 1700 feet from the intersection of Leveroni Road and Harris Road, also known as 701 Leveroni Road, Sonoma, APN 128-301-027. File No. ZCE13-0019. The Director of the Permit and Resource Management Department is directed to reflect this amendment to the OZD of the County as shown on Sectional District Map No.

SECTION II: The Proposed Project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the State CEQA Guidelines.

SECTION III: If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional and invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The Board of Supervisors hereby declares that it would have passed this Ordinance and every section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional or invalid.

SECTION IV: This Ordinance shall be and the same is hereby declared to be in full force and effect from and after thirty (30) days after the date of its passage and shall be published once before the expiration of fifteen (15) days after said passage, with the names of the Supervisors voting for or against the same, in a newspaper of general circulation, published in the County of Sonoma, State of California.

In regular session of the Board of Supervisors of the County of Sonoma, passed and adopted this _____ day of _____, 2014, on regular roll call of the members of said Board by the following vote:

SUPERVISORS:

Gorin: Zane: McGuire: Carrillo: Rabbitt:

Ayes: Noes: Absent: Abstain:

WHEREUPON, the Chair declared the above and foregoing Ordinance duly adopted and

SO ORDERED

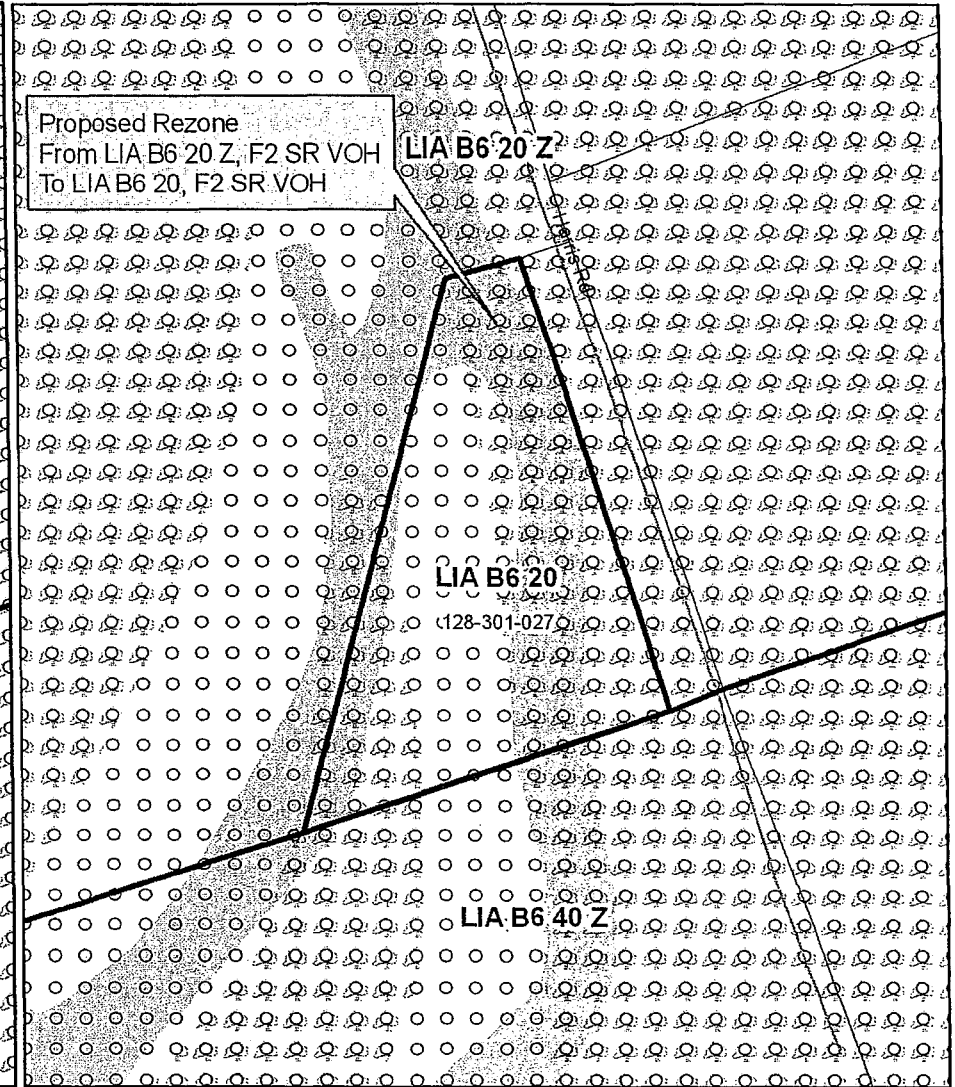
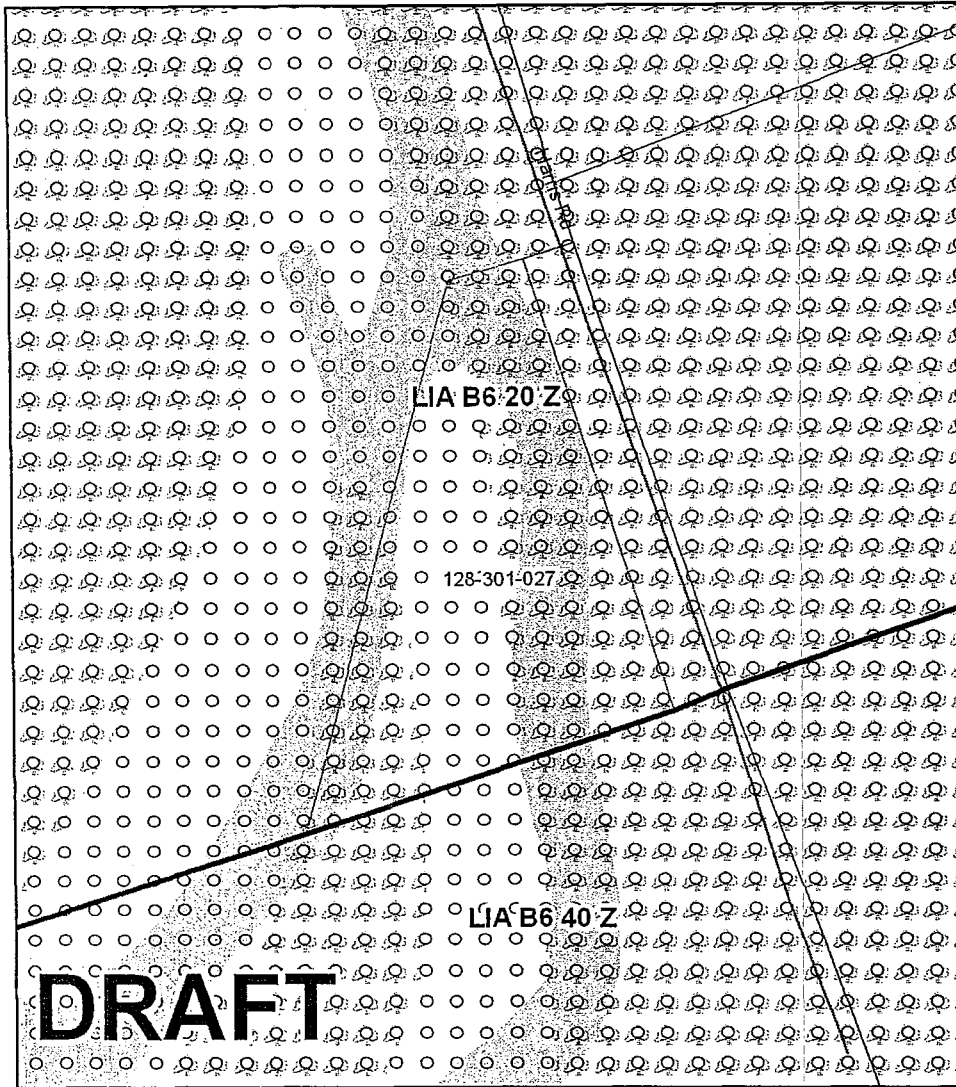
Chair, Board of Supervisors
County of Sonoma

ATTEST:

Veronica A. Ferguson
Clerk of the Board of Supervisors

Existing Zoning

Proposed Zoning



DRAFT

Base Map Data

- Proposed Rezone
- Base zoning by Area
- Highways
- Intermittent Stream
- Perennial Stream

Zoning Combining Districts

- LU Policy
- AH Affordable Housing
- HD Historic District
- BR Biotic Resource
- SD Scenic Design
- SR Scenic Resource
- VOH Valley Oak Habitat
- MR Mineral Resource

- G Geologic Hazard
- F2 Floodplain
- F1 Floodway



FILE: ZCE 13-0019
 AP #: 128-301-027
 Ordinance No.
 Sectional District Map No.

Permit and Resource Management Department
 Project Review Section

2550 Ventura Avenue, Santa Rosa, CA 95403
 (707) 565-1965 Fax (707) 565-1103

Vicinity Map

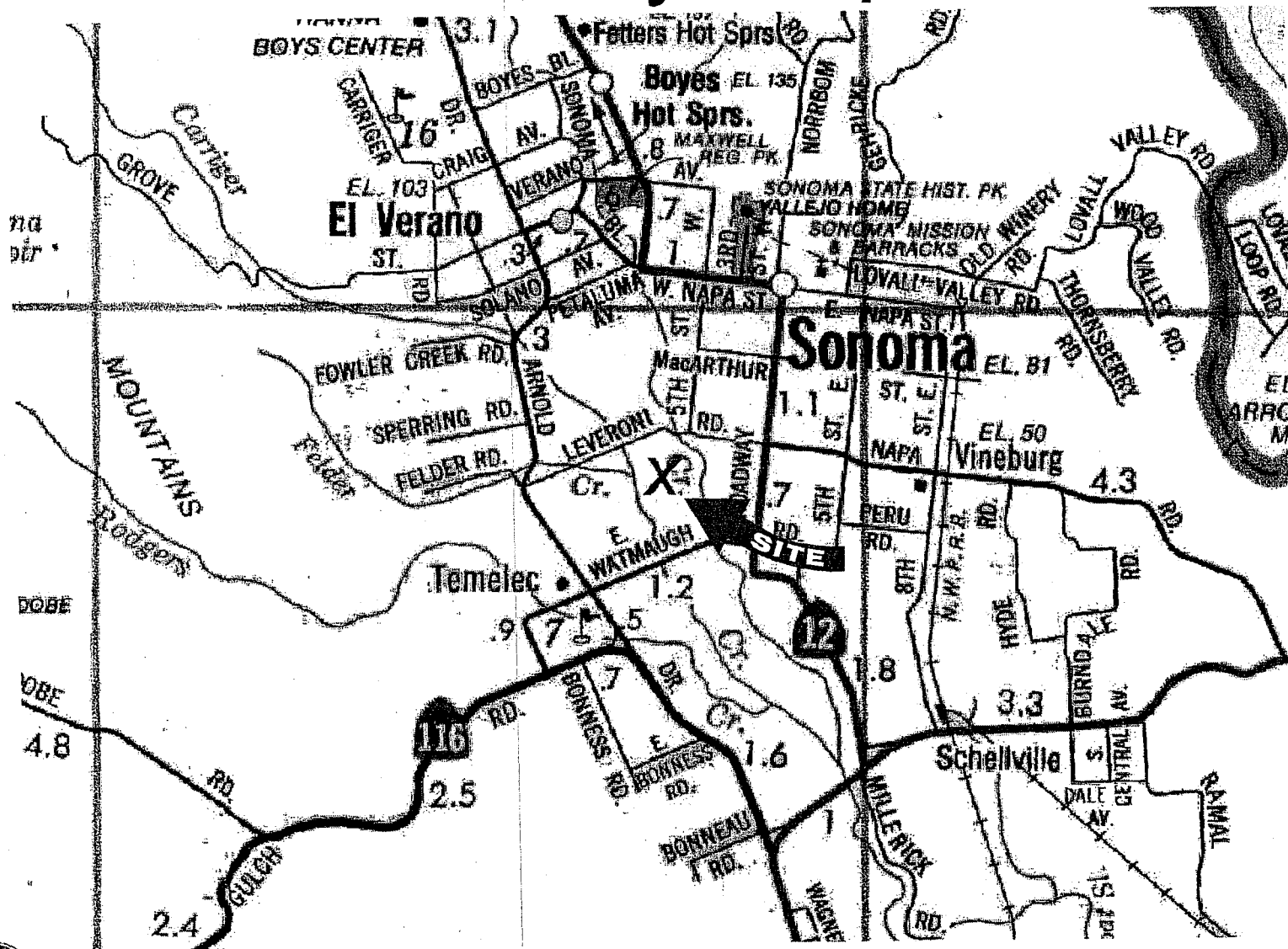


EXHIBIT B

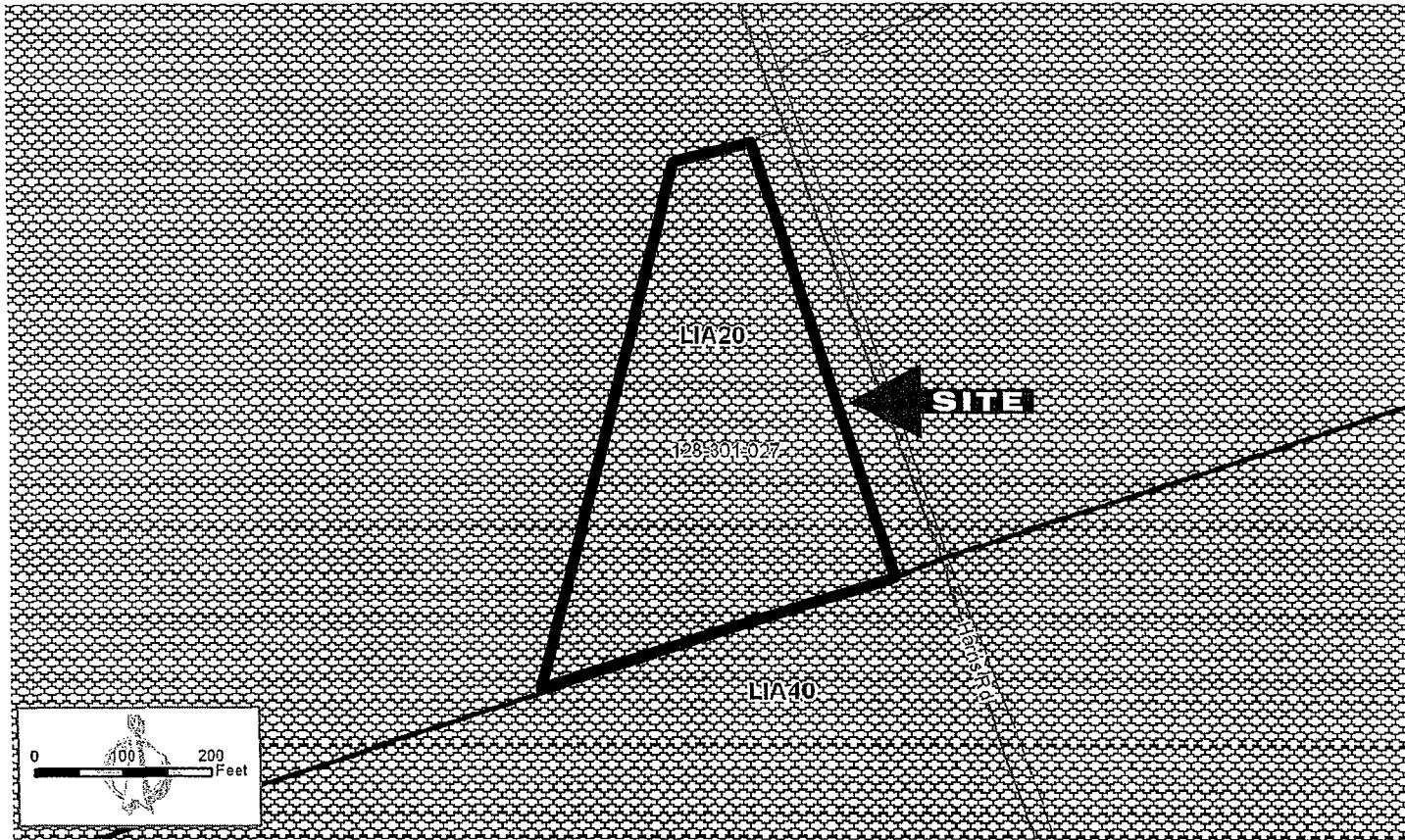


PRMD

Activity #ZCE13-0019

General Plan Land Use Map

EXHIBIT C



General Plan Land Use

- | | |
|---|--------------------------------------|
| Diverse Agriculture | General Commercial |
| Land Extensive Agriculture | Limited Commercial |
| Land Intensive Agriculture | Limited Commercial Traffic Sensitive |
| Resource and Rural Development | General Industrial |
| Rural Residential | Limited Industrial |
| Urban Residential | Public / Quasi Public |
| Recreation / Visitor-Serving Commercial | |

Base Map Data

- | | |
|----------------------|-----------------------------|
| Planning Area Policy | Coastal Commission Boundary |
| Affordable Housing | Urban Service Area Boundary |
| City | Highways |
| | Perennial Streams |
| | Intermittent Streams |

Numbers on map indicate maximum density in Acres/Unit except: Urban Residential where numbers indicate Units/Acres.



PRMD

Activity #ZCE13-0019

Resolution Number

County of Sonoma
Santa Rosa, California

March 6, 2014
ZCE13-0019 Scott Hunsperger

RESOLUTION OF THE PLANNING COMMISSION, COUNTY OF SONOMA, STATE OF CALIFORNIA, RECOMMENDING THE BOARD OF SUPERVISORS FIND THE PROPOSED PROJECT EXEMPT FROM CEQA AND APPROVE THE ZONE CHANGE AS REQUESTED BY NORM OLIVER FOR OWNER BACCHUS VENTURES LP FOR PROPERTY LOCATED AT 701 LEVERONI ROAD, SONOMA; APN 128-301-027.

WHEREAS, the applicant, Norm Oliver for owner Bacchus Ventures, LP, filed an application with the Sonoma County Permit and Resource Management Department to rezone the 3.08 acres from the LIA (Land Intensive Agriculture), 20-acre density, F2 (Secondary Floodplain), SR (Scenic Resources), VOH (Valley Oak Habitat), Z (Second Unit Exclusion) to the LIA (Land Intensive Agriculture), 20-acre density, F2 (Secondary Floodplain), SR (Scenic Resources), VOH (Valley Oak Habitat) district or other appropriate district on property located at 701 Leveroni Road, Sonoma; APN 128-301-027; Supervisorial District No. 1; and

WHEREAS, Section 15061 (b) (3) of the California Code of Regulations provides that where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA; and

WHEREAS, in accordance with the provisions of law, the Planning Commission held a public hearing on March 6, 2014, at which time all interested persons were given an opportunity to be heard.

WHEREAS, the Planning Commission makes the following findings:

1. General Plan Housing Element Policy HE-3c includes a program to remove qualifying parcels when they are between two and ten acres in size. The subject parcel is 3.08 acres in size and construction of a second dwelling unit is consistent with Housing Element goals and objectives to increase opportunities for the production of affordable housing such as second dwelling units.
2. Removal of the Z (Second Unit Exclusion) combining district is consistent with the LIA (Land Intensive Agriculture) 20-acre density land use designation and will not significantly alter any of the potential uses that would be currently allowed on this site.
3. The removal of the Z (Second Dwelling Unit Exclusion) combining district is consistent with the Zoning Code based on the following facts. The particular circumstances in this case are:
 - a. The Resource Conservation Element (Figure RC-2i) of the Sonoma County General Plan for Planning Area 9 designates the project site as an Area 1 Water Availability Area, meaning that the site is located on a major groundwater recharge area and there is adequate water supply to serve the proposed second dwelling unit and future primary unit.

- b. The 3.08-acre parcel appears to have adequate room to accommodate the leach field area required for both the primary dwelling and second dwelling unit with required expansion areas.
 - c. The site is not located in an area with existing traffic hazards. The addition of a second dwelling unit to this site would not increase the burden on streets, roads or highways in the area as they are all operating acceptably and are not projected to become impacted in the foreseeable future.
 - d. The project site is not located within a designated fire hazard area. Removal of the Z (Second Dwelling Unit Exclusion) combining district would not decrease public safety.
 - e. The 3.08-acre parcel is too small to be viable for commercial agriculture and septic capability will limit the potential for additional dwellings such as agricultural employee units.
4. The project is exempt from CEQA pursuant to Section 15061(b)(3).

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission recommends that the Board of Supervisors approve the requested Zone Change,

BE IT FURTHER RESOLVED that the Planning Commission designates the Secretary of the Planning Commission as the custodian of the documents and other material which constitute the record of proceedings upon which the decision herein is based. These documents may be found at the office of the Sonoma County Permit and Resource Management Department, 2550 Ventura Avenue, Santa Rosa, CA 95403.

THE FOREGOING RESOLUTION was introduced by Commissioner , who moved its adoption, seconded by Commissioner , and adopted on roll call by the following vote:

Commissioner
Commissioner
Commissioner
Commissioner
Commissioner

Ayes: Noes: Absent: Abstain:

WHEREUPON, the Chair declared the above and foregoing Resolution duly adopted; and

SO ORDERED.