



AGENDA

BOARD OF SUPERVISORS, COUNTY OF MONO STATE OF CALIFORNIA

Regular Meetings: The First, Second, and Third Tuesday of each month. Location of meeting is specified just below.

MEETING LOCATION Board Chambers, 2nd Fl., County Courthouse, 278 Main St., Bridgeport, CA 93517

Regular Meeting February 9, 2016

TELECONFERENCE LOCATIONS: 1) First and Second Meetings of Each Month: Mammoth Lakes CAO Conference Room, 3rd Floor Sierra Center Mall, 452 Old Mammoth Road, Mammoth Lakes, California, 93546; 2) Third Meeting of Each Month: Mono County Courthouse, 278 Main, 2nd Floor Board Chambers, Bridgeport, CA 93517. Board Members may participate from a teleconference location. Note: Members of the public may attend the open-session portion of the meeting from a teleconference location, and may address the board during any one of the opportunities provided on the agenda under Opportunity for the Public to Address the Board.

NOTE: In compliance with the Americans with Disabilities Act if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (760) 932-5534. Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (See 42 USCS 12132, 28CFR 35.130).

Full agenda packets are available for the public to review in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517), and in the County Offices located in Minaret Mall, 2nd Floor (437 Old Mammoth Road, Mammoth Lakes CA 93546). Any writing distributed less than 72 hours prior to the meeting will be available for public inspection in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517). **ON THE WEB:** You can view the upcoming agenda at www.monocounty.ca.gov. If you would like to receive an automatic copy of this agenda by email, please send your request to Bob Musil, Clerk of the Board: bmusil@mono.ca.gov.

UNLESS OTHERWISE SPECIFIED BY TIME, ITEMS SCHEDULED FOR EITHER THE MORNING OR AFTERNOON SESSIONS WILL BE HEARD ACCORDING TO AVAILABLE TIME AND PRESENCE OF INTERESTED PERSONS. PUBLIC MAY COMMENT ON AGENDA ITEMS AT THE TIME THE ITEM IS HEARD.

9:00 AM Call meeting to Order

Pledge of Allegiance

1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

on items of public interest that are within the subject matter jurisdiction of the Board.
(Speakers may be limited in speaking time dependent upon the press of business)

and number of persons wishing to address the Board.)

2. APPROVAL OF MINUTES - NONE

3. RECOGNITIONS

A. Resolution of Appreciation - Vianey White

Departments: Public Works

(Jeff Walters; Board of Supervisors) - Proposed resolution of appreciation for Vianey White.

Recommended Action: Approve proposed resolution.

4. BOARD MEMBER REPORTS

The Board may, if time permits, take Board Reports at any time during the meeting and not at a specific time.

5. COUNTY ADMINISTRATIVE OFFICE

CAO Report regarding Board Assignments

Receive brief oral report by County Administrative Officer (CAO) regarding work activities.

6. DEPARTMENT/COMMISSION REPORTS

7. CONSENT AGENDA

(All matters on the consent agenda are to be approved on one motion unless a board member requests separate action on a specific item.)

A. Children's Medical Services (CMS) Plan and Fiscal Guidelines 2015-16

Departments: Health Department

Proposed agreement with California Department of Public Health (CDPH) pertaining to Children's Medical Services (CMS) Plan and Fiscal Guidelines 2015-16.

Recommended Action: Approve County entry into proposed agreement and authorize the Chair of the Board of Supervisors to sign the Certification Statement of the Children's Medical Services (CMS) Plan and Fiscal Guidelines 2015-16 on behalf of the County.

Fiscal Impact: No impact on the County General Fund. The CMS programs are funded with a mix of Federal Title XIX (Medicaid), Federal Title XXI funds, State General Fund, and Social Services Realignment dollars. The funding mix is different for each program, based on factors such as MediCal caseload and staff time studies.

B. Walker Basin Restoration Program Grant Award

Departments: Community Development

Acceptance of National Fish and Wildlife Foundation (NFWF) grant agreement for a “California Environmental Quality Act (CEQA) Analysis of Water Transfers” associated with the Walker Basin Restoration Program.

Recommended Action: Approve and authorize the CAO’s signature on the attached National Fish and Wildlife Foundation (NFWF) grant agreement to fund a “California Environmental Quality Act (CEQA) Analysis of Water Transfers” associated with the Walker Basin Restoration Program.

Fiscal Impact: Minimal impact to General Fund. Of the total \$470,517.04 grant award, approximately \$80,000 has been programmed to cover costs of county staff time on the project.

C. Allocation Change from Lieutenant I to Lieutenant II

Departments: Sheriff-Coroner

Proposed resolution #R16-___ authorizing the County Administrative Officer to amend the County of Mono list of allocated positions to eliminate one Lieutenant I position and allocate one Lieutenant II position in the Sheriff’s office.

Recommended Action: Adopt proposed resolution #R16-___. Provide any desired direction to staff.

Fiscal Impact: \$6,713 offset by current salary savings

D. Hiring Freeze Variance Request

Departments: Sheriff-Coroner

Effective March 1, 2016, the Sheriff’s Office Administrative Services Specialist / Finance Officer accepted a position with the Public Health Department. This position is an essential function of the daily operations of the Sheriff’s Office, and we do not have any other administrative personnel who can assume the responsibilities of this position. I am requesting that the Mono County Sheriff’s Office be allowed to fill this vacant position immediately. This will minimize the impact to daily operations and to ensure that finances and budgeting continue to be managed properly.

Recommended Action: Approve a variance of the hiring freeze to allow the Mono County Sheriff’s Office to recruit and hire one Administrative Services Specialist / Finance Officer.

Fiscal Impact: This is an allocated position for which there is sufficient appropriation in the 2015/16 Budget. The maximum impact to the general fund would be \$33,521 (four months \$18,168 in salary and \$15,353 in benefits) if the position were to be filled at Step 69B. If the position were to be filled at Step 69A, there would be salary savings of \$549 (\$392 in salary and \$157 in benefits).

E. Ordinance Delegating Investment Authority

Departments: Treasurer-Tax Collector

Proposed ordinance delegating investment authority to the County Treasurer.

Recommended Action: Adopt proposed ordinance.

Fiscal Impact: None.

8. CORRESPONDENCE RECEIVED (INFORMATIONAL)

All items listed are located in the Office of the Clerk of the Board, and are available for review.

A. State Water Resources Control Board Letter

Departments: Clerk of the Board

Letter from the California Water Board dated January 25, 2016.

B. Letter from American Lung Association

Departments: Clerk of the Board

Correspondence received February 2, 2016 from the American Lung Association regarding the State of Tobacco Control Report to be released on February 3, 2016.

C. Letter from Sonoma County Juvenile Justice Commission

Departments: Clerk of the Board

Correspondence dated January 25, 2016 from the Sonoma County Juvenile Justice Commission regarding the need for Residential Treatment for Foster Youth.

9. REGULAR AGENDA - MORNING

A. Resolution Regarding Road Closure for Mammoth Gran Fondo Bike Ride

Departments: Public Works; CAO

20 minutes (10 minute presentation; 10 minute discussion)

(John Armstrong, Bill Cockroft) - Resolution requesting a road closure of state route 120 and Benton Crossing Road on September 10, 2016 from 8:00 a.m. to 12:30 p.m. for the Mammoth Gran Fondo Bike Ride. This resolution is being requested by members of the organizing committee for this event.

Recommended Action: Approve Resolution #R16-_____, approving a road

closure of state route 120 and Benton Crossing Road on September 10, 2016 for the Mammoth Gran Fondo Bike Ride.

Fiscal Impact: None.

B. Board Cover Letter and Resolution to the Legislature Urging the State to Provide Sustainable Funding for State and Local Transportation Infrastructure

Departments: Community Development, Public Works

15 minutes (10 minute presentation; 5 minute discussion)

(Gerry Le Francois, Garrett Higerd) - Proposed letter and resolution to representatives urging the state to provide sustainable funding for state and local transportation infrastructure.

Recommended Action: Approve and authorize Chair's signature on a letter to the State Legislature, and approve Resolution #R16-_____, urging the State to Provide New Sustainable Funding for State and Local Transportation Infrastructure.

Fiscal Impact: The potential loss to Mono County of approximately \$16.5 million in transportation funds for local & MOU projects programmed in the 2016 Regional Transportation Improvement Program (RTIP).

C. Quarterly Investment Report for Quarter Ended 12/31/2015

Departments: Finance

10 minutes (5 minute presentation; 5 minute discussion)

(Joanne K. Werthwein) - Quarterly Investment Report for Quarter Ending December 31, 2015.

Recommended Action: Review report, provide feedback, and address questions.

Fiscal Impact: None.

D. Regional Planning Advisory Committee Procedures

Departments: Community Development

20 minutes (5 minute presentation; 15 minute discussion)

(Scott Burns) - Consider Amendment to Regional Planning Advisory Committee Purpose and Procedures.

Recommended Action: Adopt amendment to Regional Planning Advisory Committee Purpose and Procedures, and provide any desired direction to staff.

Fiscal Impact: The costs of RPAC administration is included in the Planning budget and, to the extent feasible, are covered by grant funds.

10. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

on items of public interest that are within the subject matter jurisdiction of the Board. (Speakers may be limited in speaking time dependent upon the press of business and number of persons wishing to address the Board.)

11. CLOSED SESSION

A. Closed Session--Human Resources

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Stacey Simon, Leslie Chapman, and Dave Butters. Employee Organization(s): Mono County Sheriff's Officers Association (aka Deputy Sheriff's Association), Local 39--majority representative of Mono County Public Employees (MCPE) and Deputy Probation Officers Unit (DPOU), Mono County Paramedic Rescue Association (PARA), Mono County Public Safety Officers Association (PSO), and Mono County Sheriff Department's Management Association (SO Mgmt). Unrepresented employees: All.

B. Closed Session - Existing Litigation

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION. Paragraph (1) of subdivision (d) of Government Code section 54956.9. Name of case: Inland Aquaculture Group v. Mono County et al.

C. Closed Session-- Public Employment

PUBLIC EMPLOYMENT. Government Code section 54957. Title: Finance Director.

ADJOURN



**OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS**

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

Departments: Public Works

TIME REQUIRED

**PERSONS
APPEARING
BEFORE THE
BOARD**

Jeff Walters; Board of Supervisors

SUBJECT Resolution of Appreciation - Vianey
White

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Proposed resolution of appreciation for Vianey White.

RECOMMENDED ACTION:

Approve proposed resolution.

FISCAL IMPACT:

CONTACT NAME: Jeff Walters

PHONE/EMAIL: 760 932 5459 / jwalters@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

<p>Click to download</p> <p> Resolution of Appreciation - V. White</p>
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History

Time	Who	Approval
1/18/2016 5:45 PM	County Administrative Office	Yes
1/22/2016 9:03 AM	County Counsel	Yes

1/25/2016 9:52 AM

Finance

Yes



**RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF MONO
IN APPRECIATION OF VIANEY WHITE**

WHEREAS, by and through this Resolution, the Board of Supervisors wishes to recognize Vianey White for her service and contribution to Mono County; and

WHEREAS, during the three and a half years Vianey has been with Mono County she has been assigned numerous projects to manage; and

WHEREAS, several noteworthy projects such as the Topaz Lane Bridge rehabilitation, the Mountain Gate Park fishing access, and the School Street Plaza in Bridgeport were completed under Vianey's oversight; and

WHEREAS, Vianey's efforts regarding the county's cemeteries have provided a strong start to resolve several long-term issues; and

WHEREAS, during community meetings Vianey was able to build rapport and gain consensus with locals; and

WHEREAS, Vianey completed energy audits for county buildings beginning the process to improve Mono County's energy efficiency; and

WHEREAS, through Vianey's hard work and efforts residents and visitors alike will enjoy these facilities for years to come; and

WHEREAS, Vianey now has two new projects, her sons Lucas and Travis, to keep her busy during her "retirement" from Mono County; and

NOW, THEREFORE, BE IT RESOLVED, that the Mono County Board of Supervisors recognize and thank Vianey White for her dedicated and reliable service to the people and visitors of Mono County and wish her a healthy and happy future.

APPROVED AND ADOPTED THIS 9th DAY OF FEBRUARY, 2016, as follows:

Fred Stump, Chair
Supervisor, District Two

Tim Alpers
Supervisor, District Three

Larry K. Johnston
Supervisor, District One

Timothy E. Fesko
Supervisor, District Four

Stacy Corless
Supervisor, District Five



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

Departments: Health Department

TIME REQUIRED

SUBJECT Children's Medical Services (CMS)
Plan and Fiscal Guidelines 2015-16

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Proposed agreement with California Department of Public Health (CDPH) pertaining to Children's Medical Services (CMS) Plan and Fiscal Guidelines 2015-16.

RECOMMENDED ACTION:

Approve County entry into proposed agreement and authorize the Chair of the Board of Supervisors to sign the Certification Statement of the Children's Medical Services (CMS) Plan and Fiscal Guidelines 2015-16 on behalf of the County.

FISCAL IMPACT:

No impact on the County General Fund. The CMS programs are funded with a mix of Federal Title XIX (Medicaid), Federal Title XXI funds, State General Fund, and Social Services Realignment dollars. The funding mix is different for each program, based on factors such as MediCal caseload and staff time studies.

CONTACT NAME: Sandra Pearce

PHONE/EMAIL: 760.924.1818 / spearce@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

Lynda Salcido
Sandra Pearce
Pat McGee

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

[Click to download](#)

[BOS Staff Report](#)

[CMS Certification Statements for Signature](#)

[Children's Medical Services \(CMS\) Plan and Fiscal Guidelines 2015-16](#)

History

Time	Who	Approval
1/27/2016 6:52 PM	County Administrative Office	Yes
2/2/2016 8:48 AM	County Counsel	Yes
1/27/2016 3:54 PM	Finance	Yes

DATE: February 9, 2016
TO: Honorable Board of Supervisors
FROM: Lynda Salcido, Public Health Director

SUBJECT: Mono County Children's Medical Services (CMS) Plan
Fiscal Year 2015-2016.

RECOMMENDED ACTION: That the Board of Supervisors approve and authorize Chairman to sign the Mono County Children's Medical Services (CMS) Plan for fiscal year 2015-16.

DISCUSSION: In Mono County, California Children's Services (CCS), California Health and Disability Prevention Program (CHDP) and Health Care Program for Children in Foster Care (HCPCFC) services are provided through the Mono County Health Department. All three programs are integrated within the State Department of Health Care Services under Children's Medical Services (CMS). These programs provide a variety of medical services to eligible children. The Mono County Health Department receives funding to provide administration and case management services in support of these programs.

The CCS Program provides diagnostic and treatment services to financially eligible children with qualifying medical conditions. This program includes medical management; physical and occupational therapy; and case management services to ensure that critically ill children are cared for appropriately. Case management, provided by Mono County Public Health Department CCS staff, includes finding appropriate providers; obtaining authorizations for care, equipment, supplies and medications; assistance scheduling; reviewing medical reports; and acting on recommendations and referrals. Additionally, a Medical Therapy Conference is held twice a year to coordinate medical therapy for children with chronic orthopedic or neuromuscular handicaps to attain each child's optimum physical potential.

The CHDP Program provides periodic, well-child exams for financially eligible children, administered locally by Sierra Park Pediatrics. The program includes well baby care and immunizations; school check-ups; teen health check-ups; dental and vision screening; health and tobacco education; hearing screening; and testing for anemia, blood lead, urine, and TB. CMS staff at Mono County Public Health Department records these exams in a data base; reviews all reports and testing; and makes referrals to appropriate agencies and specialists as needed.

The HCPCFC Program provides medical case management for Mono County children who are placed in Foster Care through CPS or Probation Departments. HCPCFC staff RN at Mono County Public Health Department provides medical case management services to ensure each child's health needs are met until the child returns to his or her family; is emancipated at age 18; is placed in extended Foster Care through AB 12; or finishes high school.

This plan will be submitted to the State DHCS and staff is asking the Board to formally approve the annual plan. The CMS Plan for FY 2014-2015 was presented to the Board of Supervisors by CMS Staff and was approved by the Board. There are no substantive changes for FY 2015-2016.

FISCAL IMPACT: These programs are funded with a mix of Federal Title XIX (Medicaid), Federal Title XXI funds, State General Fund, and Social Services Realignment dollars. The funding mix is different for each program, based on factors such as MediCal caseload and staff time studies. The chart below shows the breakdown, by program, of this funding. These figures are included in the 2015-2016 County Budget already approved.

Program	Medi-Cal- (State and Title XIX)	Federal Title XXI	State	Realignment
CHDP	80,881		98	15,320
CCS-Admin	138,543	28,688	14,108	14,108
HCPCFC/Foster	6,505			856
MTP			10,430	3,033

These programs provide the funding for 1 FTE Health Program Manager, 1 FTE Community Health Outreach Specialist position, .36 Clerical/Accounting positions, .17 Case Management and .08 of the Public Health Director position.

If there any questions regarding this item, please contact Lynda Salcido at 924-1842.

Submitted by:

Lynda Salcido

Public Health Director

Certification Statement - California Children's Services (CCS)

County/City: Mono Fiscal Year: 2015-2016

I certify that the CCS Program will comply with all applicable provisions of Health and Safety Code, Division 106, Part 2, Chapter 3, Article 5, (commencing with Section 123800) and Chapters 7 and 8 of the Welfare and Institutions Code (commencing with Sections 14000-14200), and any applicable rules or regulations promulgated by DHCS pursuant to this article and these Chapters. I further certify that this CCS Program will comply with the Children's Medical Services Plan and Fiscal Guidelines Manual, including but not limited to, Section 9 Federal Financial Participation. I further certify that this CCS Program will comply with all federal laws and regulations governing and regulating recipients of funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.) and recipients of funds allotted to states for the Maternal and Child Health Services Block Grant pursuant to Title V of the Social Security Act (42 U.S.C. Section 701 et seq.). I further agree that this CCS Program may be subject to all sanctions or other remedies applicable if this CCS Program violates any of the above laws, regulations and policies with which it has certified it will comply.



Signature of CCS Administrator

12-16-15

Date Signed



Signature of Director or Health Officer

12-18-15

Date Signed

Signature and Title of Other – Optional

Date Signed

I certify that this plan has been approved by the local governing body.

Signature of Local Governing Body Chairperson

Date

Certification Statement - Child Health and Disability Prevention (CHDP) Program

County/City: Mono Fiscal Year: 2015-2016

I certify that the CHDP Program will comply with all applicable provisions of Health and Safety Code, Division 106, Part 2, Chapter 3, Article 6 (commencing with Section 124025), Welfare and Institutions Code, Division 9, Part 3, Chapters 7 and 8 (commencing with Section 14000 and 14200), Welfare and Institutions Code Section 16970, and any applicable rules or regulations promulgated by DHCS pursuant to that Article, those Chapters, and that section. I further certify that this CHDP Program will comply with the Children's Medical Services Plan and Fiscal Guidelines Manual, including but not limited to, Section 9 Federal Financial Participation. I further certify that this CHDP Program will comply with all federal laws and regulations governing and regulating recipients of funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.). I further agree that this CHDP Program may be subject to all sanctions or other remedies applicable if this CHDP Program violates any of the above laws, regulations and policies with which it has certified it will comply.



Signature of CHDP Director

 12-16-15

Date Signed



Signature of Director or Health Officer

 12-18-15

Date Signed

Signature and Title of Other – Optional

Date Signed

I certify that this plan has been approved by the local governing body.

Signature of Local Governing Body Chairperson

Date

CHILDREN'S MEDICAL SERVICES PLAN

MONO COUNTY

FISCAL YEAR **2015-2016**

Plan and Budget Required Documents Checklist

MODIFIED FY 2015-2016

County/City: **MONO** Fiscal Year: **2015-2016**

	Document	Page Number
1.	Checklist	2,3
2.	Agency Information Sheet	4,5
3.	Certification Statements	
	A. Certification Statement (CHDP) – Original and one photocopy	6
	B. Certification Statement (CCS) – Original and one photocopy	7
4.	Agency Description	
	A. Brief Narrative	8-10
	B. Organizational Charts for CCS, CHDP, and HCPCFC	Retain locally
	C. CCS Staffing Standards Profile	Retain locally
	D. Incumbent Lists for CCS, CHDP, and HCPCFC	11-15
	E. Civil Service Classification Statements – Include if newly established, proposed, or revised	N/A
	F. Duty Statements – Include if newly established, proposed, or revised	17-33
5.	Implementation of Performance Measures – Performance Measures	34-56
6.	Data Forms	
	A. CCS Caseload Summary	57-60
	B. CHDP Program Referral Data	61
7.	Memoranda of Understanding and Interagency Agreements List	
	A. MOU/IAA List	63
	B. New or Revised MOU or IAA	none
	C. CHDP IAA with DSS biennially	Retain locally
	D. Interdepartmental MOU for HCPCFC biennially	Retain locally
8.	Budgets	
	A. CHDP Administrative Budget (No County/City Match)	
	1. Budget Summary	65
	2. Budget Worksheet	66

Mono County Children's Medical Services Plan and Fiscal Guidelines 2015-2016

County/City:	MONO	Fiscal Year:2015-2016
	Document	Page Number
	3. Budget Justification Narrative	67
B.	CHDP Administrative Budget (County/City Match) - Optional	
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	2. Budget Worksheet	69
C.	CHDP Foster Care Administrative Budget (County/City Match) - Optional	
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	2. Budget Worksheet	71
D.	HCPCFC Administrative Budget	
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	2. Budget Worksheet	73
	3. Budget Justification Narrative	74
E.	CCS Administrative Budget	
	1. Budget Summary	75-77
	2. Budget Worksheet Quarter 1	78-79
	3. Budget Worksheet Quarters 2,3,4	80-81
G.	Other Forms	
	1. County/City Capital Expenses Justification Form	N/A
	2. County/City Other Expenses Justification Form	N/A
9.	Management of Equipment Purchased with State Funds	
	1. Contractor Equipment Purchased with DHCS Funds Form (DHCS1203)	N/A
	2. Inventory/Disposition of DHCS Funded Equipment Form (DHCS1204)	N/A
	3. Property Survey Report Form (STD 152)	N/A

Agency Information Sheet

County/City: Mono

Fiscal Year: 2015-16

Official Agency

Name:	Mono County Health Department	Address:	437 Old Mammoth Rd, Suite Q PO Box 3329
Health Officer	Richard O. Johnson, MD		Mammoth Lakes, CA 93546

CMS Director (if applicable)

Name:	Diann Bitzberger, MPH, RN	Address:	437 Old Mammoth Rd, Suite Q PO Box 3329
Phone:	760-924-1841		Mammoth Lakes, CA 93546
Fax:	760-924-1831	E-Mail:	dbitzberger@mono.ca.gov

CCS Administrator

Name:	Diann Bitzberger, MPH, RN	Address:	437 Old Mammoth Rd, Suite Q PO Box 3329
Phone:	760-924-1841		Mammoth Lakes, CA 93546
Fax:	760-924-1831	E-Mail:	dbitzberger@mono.ca.gov

CHDP Director

Name:	Richard O. Johnson, MD	Address:	437 Old Mammoth Rd, Suite Q PO Box 3329
Phone:	760-924-1830		Mammoth Lakes, CA 93546
Fax:	760-924-1831	E-Mail:	rjohnson@mono.ca.gov

CHDP Deputy Director

Name:	Diann Bitzberger, MPH, RN	Address:	437 Old Mammoth Rd, Suite Q PO Box 3329
Phone:	760-924-1841		Mammoth Lakes, CA 93546
Fax:	760-924-1831	E-Mail:	dbitzberger@mono.ca.gov

Clerk of the Board of Supervisors or City Council

Name:	Bob Musil	Address:	PO Box 237
Phone:	760-932-5538		Bridgeport, CA 93517
Fax:	760-932-5531	E-Mail:	bmusil@mono.ca.gov

Director of Social Services Agency

Name:	Kathy Peterson	PO Box 2969
Phone:	760.924.1763	Mammoth Lakes, CA 93546
Fax:	760.932-5287	E-Mail: kpeterson@mono.ca.gov

Chief Probation Officer

Name:	Karin Humiston	PO Box 237
Phone:	760-932-1732	Bridgeport, CA 93517
Fax:	760-932-1731	E-Mail: khumiston@mono.ca.gov

Certification Statement - California Children's Services (CCS)

County/City: Mono Fiscal Year: 2015-2016

I certify that the CCS Program will comply with all applicable provisions of Health and Safety Code, Division 106, Part 2, Chapter 3, Article 5, (commencing with Section 123800) and Chapters 7 and 8 of the Welfare and Institutions Code (commencing with Sections 14000-14200), and any applicable rules or regulations promulgated by DHCS pursuant to this article and these Chapters. I further certify that this CCS Program will comply with the Children's Medical Services Plan and Fiscal Guidelines Manual, including but not limited to, Section 9 Federal Financial Participation. I further certify that this CCS Program will comply with all federal laws and regulations governing and regulating recipients of funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.) and recipients of funds allotted to states for the Maternal and Child Health Services Block Grant pursuant to Title V of the Social Security Act (42 U.S.C. Section 701 et seq.). I further agree that this CCS Program may be subject to all sanctions or other remedies applicable if this CCS Program violates any of the above laws, regulations and policies with which it has certified it will comply.



Signature of CCS Administrator

 12-16-15

Date Signed



Signature of Director or Health Officer

 12-18-15

Date Signed

Signature and Title of Other – Optional

Date Signed

I certify that this plan has been approved by the local governing body.

Signature of Local Governing Body Chairperson

Date

Certification Statement - Child Health and Disability Prevention (CHDP) Program

County/City: Mono Fiscal Year: 2015-2016

I certify that the CHDP Program will comply with all applicable provisions of Health and Safety Code, Division 106, Part 2, Chapter 3, Article 6 (commencing with Section 124025), Welfare and Institutions Code, Division 9, Part 3, Chapters 7 and 8 (commencing with Section 14000 and 14200), Welfare and Institutions Code Section 16970, and any applicable rules or regulations promulgated by DHCS pursuant to that Article, those Chapters, and that section. I further certify that this CHDP Program will comply with the Children's Medical Services Plan and Fiscal Guidelines Manual, including but not limited to, Section 9 Federal Financial Participation. I further certify that this CHDP Program will comply with all federal laws and regulations governing and regulating recipients of funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.). I further agree that this CHDP Program may be subject to all sanctions or other remedies applicable if this CHDP Program violates any of the above laws, regulations and policies with which it has certified it will comply.



Signature of CHDP Director

 12-16-15

Date Signed



Signature of Director or Health Officer

 12-18-15

Date Signed

Signature and Title of Other – Optional

Date Signed

I certify that this plan has been approved by the local governing body.

Signature of Local Governing Body Chairperson

Date

Agency Brief Narrative

As Mono County is an extremely rural county, specialist medical care requires out of county travel of at least 5 hours or more. Travel out of county can be very difficult at times of the year due to heavy snow fall, road closures, or travel restrictions. Very few specialists practice in Mono County, especially pediatric specialists. In addition to the three pediatricians, the only local clinic with pediatric specialists is the dental clinic.

Since many families are at or below the federal poverty level in Mono County, out of pocket payments and out of county travel have significant financial impact and often families are not able to follow through with the recommended specialist care as a result. For our out of town specialist referrals, families may not be able to take the needed days off from work or have the transportation and must coordinate with other family and friends to travel, thus adding to the delay in receiving care. We have also found that some specialists have more than a month long wait list and, finally, fewer and fewer local providers accept Managed Care Medi-Cal for payment.

The California Children's Services (CCS) program provides diagnosis and treatment services at Loma Linda University Medical Center; Lucille Packard; University of California at Davis; and Children's Hospitals of Orange County and Los Angeles for special needs children to age 21 in Mono County. The CCS program is mandated by the Welfare and Institutions Code and the California Code of Regulations (Title 22, Section 51013) to act as an "agent of Medi-Cal" for Medi-Cal beneficiaries with CCS medically eligible conditions. Services to children with CCS eligible medical conditions are 'carved out', which means that children receive treatment directly related to their CCS medical condition through the CCS program; primary care and other medical services are provided through their Medi-Cal Managed Care plan. The CCS administrator at Mono County Public Health Department coordinates medical eligibility through the California DHCS Systems of Care Division, Southern California Regional Office; provides case management services; and coordinates physical and occupational therapy with Mammoth Hospital and Mono County Office of Education.

A Medical Therapy Conference is held twice a year for children in Inyo and Mono Counties with neuromuscular, musculoskeletal, or muscular disabilities. Families and children consult with a pediatric orthopedic surgeon, pediatrician, registered dietician, physical and occupational therapists, an orthotist, and a durable medical equipment provider. The goal of the Medical Therapy Program is to assist each eligible child to obtain his or her maximum physical potential by evaluating needs for therapy, special equipment, or bracing.

Due to the small population size of Mono County, the structure of the Child Health and Disability Prevention (CHDP) program is the interface between two agencies: Mono County Public Health and Department of Social Services. In Mono County, the Health Department handles the administrative aspects of CHDP; the Department of Social Services educates and refers their clients to CHDP when appropriate; and Sierra Park Pediatric pediatricians are the providers. The CHDP Deputy Director works with the Medi-Cal eligibility program manager in Social Services as well as the physicians within the CHDP program. The CHDP Deputy Director meets quarterly with Managed Care Medi-Cal providers to facilitate case coordination with the medical referrals documented on the CHDP exam. Managed Care Medi-Cal providers in Mono County are California Health and Wellness and Anthem Blue Cross. The CHDP case worker handles the data input and vision and dental referrals.

The CHDP Deputy Director coordinates both Social Services and the CHDP providers for the most accurate and comprehensive care to the CHDP clients and their families. Reviews for audiology, vision screening, and anthropometric BMI training are completed by Sierra Park Pediatric nurses. In-services for Social Services eligibility workers consisted of a history of CHDP and the referral process. CHDP staff use the MEDS system to ensure the best collaboration with the Department of Social Services.

In order to best serve our CHDP clients and families, Public Health Department staff participate in the following taskforce coalitions: Breastfeeding, Nutrition and Physical Activity, Strengthening Families, Safe Kids and Oral Health. The Oral Health Taskforce was reinstated in May 2009 and is comprised of numerous local agencies. The Oral Health Taskforce works to reduce the number of childhood caries and increase knowledge on oral health practices by providing prevention strategies throughout Mono County. Activities include: education; topical fluoride varnish; provision of dental health supplies for preschools and in-home day care providers; a school-based dental suite of services, "Miles of Smiles"; and annual education campaigns for National Children's Dental Health Month.

The Breastfeeding Taskforce was established in August 2010 and has developed a widely used Breastfeeding Resource Guide as well as partnered with local businesses to make our community more "breastfeeding friendly," including designated breastfeeding areas in various businesses.

The Nutrition and Physical Activity Taskforce Began in 2009 with such activities as Screen turnoff week; "75210" simple steps to better health; Sierra Bounty and food grants; coordinated projects with the High School Health Science Academy Students; Jumpin' June Jubilee celebration; and Mammoth Moves coordination with local leaders for a weekly 30-minute walking activity.

Current school events and health fairs include activities such as "My Plate" SNAP-ED nutrition education in all Mono County elementary schools and a Food Day Celebration each October 24th. This year's celebration included special menus by local restaurants, a Salad Bar at the Middle School, and exploration of new fruits and vegetables for elementary age children.

Strengthening families Task Force presented an educational event in April, 2015:

"Strengthening Families in Mono County; Working to Build the Protective Factors" to Inyo and Mono County Participants. Presenters were from Strategies, an organization funded by CDSS, Office of Child Abuse Prevention.

The four areas of special focus for this Task Force are: *Promotion of Personal Safety; Parent Education and Support; Parent Coaching; and Community Development.*

Safe Kids Task Force is made up of personnel throughout the county to explore Safety Measures for children and sponsors an annual Health and Safety Fair for families.

The Health Care Program for Children in Foster Care is housed at the Public Health Department with collaboration between the Health Department and Department of Social Services for case management purposes. The Foster Care Nurse works with CPS and Probation during out-of-home placement of children 0-18 and those young adults who are part of AB 12 (California Fostering Connections to Success Act) to ensure that developmental, medical, dental and mental health needs are met. As required, all medical information obtained by the Foster Care Nurse is then entered into CWS/CMS by Child Welfare Services for documentation purposes.

The Foster Care Nurse participates in APS visits; CPS visits; and 'Wraparound Services.' The latter is a family-centered process which focuses on the needs of the family and child who has been or is at risk of placement in a higher level of care. The desired outcome is for more children to be able to remain with their families or relatives in the community.

CHILDREN'S MEDICAL SERVICES PLAN

MONO COUNTY

INCUMBENT LISTS

Mono County Children's Medical Services Plan and Fiscal Guidelines 2015-2016

State of California - Health and Human Services Agency Department of Health Care Services - Children's Medical Services

Incumbent List - California Children's Services

For FY 2015-16, complete the table below for all personnel listed in the CCS budgets. Use the **same** job titles for both the budget and the incumbent list. Total percent for an individual incumbent should **not be over 100 percent**.

Specify whether job duty statements or civil service classification statements have been revised or changed. Only submit job duty statements and civil service classification statements that are new or have been revised. This includes (1) changes in job duties or activities, (2) changes in percentage of time spent for each activity, and (3) changes in percentage of time spent for enhanced and non-enhanced job duties or activities.

Identify Nurse Liaison positions using: **MCMC** for Medi-Cal Managed Care; **IHO** for In-Home Operations, and; **RC** for Regional Center.

County/City: Mono

Fiscal Year: 2015-16

Job Title	Incumbent Name	FTE % on CCS Admin Budget	Have Job Duties Changed? (Yes or No)	Has Civil Service Classification Changed? (Yes or No)
CCS Administrator	Diann Bitzberger	.15	No	No
CCS Case Manager	Diann Bitzberger	.40	No	No
MTP Liaison	Diann Bitzberger	.1	No	No
CCS Coordinator	Olivia Moreno	.75	No	No
Clerical/Interpreter	Nancy Cruz-Garcia	.04	No	No
Clerical/Interpreter	Maria Gonzalez	.02	No	No
CMS Fiscal Agent	Patricia McGee	.02	No	Yes
Public Health Director	Lynda Salcido	.02	No	No
Director of Public Health Nursing	Sandra Pearce	.02	Yes	Yes

State of California - Health and Human Services Agency Department of Health Care Services - Children's Medical Services

Incumbent List - Child Health and Disability Prevention Program

For FY 2015-16, complete the table below for all personnel listed in the CHDP budgets. Use the **same** job titles for both the budget and the incumbent list. Total percent for an individual incumbent should **not be over 100 percent**.

Specify whether job duty statements or civil service classification statements have been revised or changed. Only submit job duty statements and civil service classification statements that are new or have been revised. This includes (1) changes in job duties or activities, (2) changes in percentage of time spent for each activity, and (3) changes in percentage of time spent for enhanced and non-enhanced job duties or activities.

County/City: **Mono**

Fiscal Year: **2015-16**

Job Title	Incumbent Name	FTE % on CHDP No County/City Match Budget	FTE % on CHDP County/City Match Budget	FTE % in Other Programs (Specify)	Have Job Duties Changed? (Yes or No)	Has Civil Service Classification Changed? (Yes or No)
CHDP Director	Dr. Richard Johnson	.01	-	.99 other	No	No
CHDP Deputy Director	Diann Bitzberger	.07	.03	.55 CCS .1 MTP .015 FOSTER .035 HCPCFC 0.1 Other	No	No
CHDP Case Manager	Diann Bitzberger	.07	.03	.55 CCS .1 MTP .015 FOSTER .035 HCPCFC .1 Other	Yes	No
CHDP Coordinator	Olivia Moreno	.25	-	.75 CCS	No	No
Clerical/Interpreter	Nancy Cruz-Garcia	.02	.03	.04 CCS .91 other	No	No

Mono County Children's Medical Services Plan and Fiscal Guidelines 2015-2016

County/City: **Mono**

Fiscal Year: **2015-16**

Job Title	Incumbent Name	FTE % on CHDP No County/City Match Budget	FTE % on CHDP County/City Match Budget	FTE % in Other Programs (Specify)	Have Job Duties Changed ? (Yes or No)	Has Civil Service Classification Changed? (Yes or No)
Clerical/ Interpreter	Maria Gonzalez	-	.03	.04 CCS .93 other	No	No
CMS Fiscal Agent	Patricia McGee	.02	.03	.04 CCS .91 other	No	No
Public Health Director	Lynda Salcido	.01	.04	.02 CCS .93 OTHER	No	No
Director of Public Health Nursing	Sandra Pearce	.02	.03	.02 CCS .93 OTHER	Yes	Yes

Incumbent List - Health Care Program for Children in Foster Care

For FY 2015-16 complete the table below for all personnel listed in the HCPCFC and CHDP Foster Care Administrative (County/City) budgets. Use **the same** job titles for both the budget and the incumbent list. Total percent for an individual incumbent should **not be over 100 percent**.

Specify whether job duty statements or civil service classification statements have been revised or changed. Only submit job duty statements and civil service classification statements that are new or have been revised. This includes (1) changes in job duties or activities, (2) changes in percentage of time spent for each activity, and (3) changes in percentage of time spent for enhanced and non-enhanced job duties or activities.

County/City: **Mono**

Fiscal Year:
2015-16

Job Title	Incumbent Name	FTE % on HCPCFC Budget	FTE % on FC Admin County/City Match Budget	FTE % in Other Programs (Specify)	Have Job Duties Changed? (Yes or No)	Has Civil Service Classification Changed? (Yes or No)
Foster Care PHN	Diann Bitzberger	.035	0.15	.20 CHDP .55 CCS .10 MTP .10 OTHER	No	No

CMS PLAN
MONO COUNTY
DUTY
STATEMENTS
FISCAL YEAR
2015-2016

COUNTY OF MONO
CCS PROGRAM

CCS ADMINISTRATOR– DUTY STATEMENT

(HEALTH PROGRAM MANAGER)

Diann Bitzberger . 15 CCS

The public health nurse administers the CCS program in the local dependent county. The public health nurse has direct contact with the family, acting as an advocate in obtaining the appropriate health services and as a liaison between the medical provider, the community, and the regional office that provides the administrative component of the program.

- 5% Prepare and submit the annual CCS administrative plan and budget including required documents and reports.
- 5% Provide consultation and technical assistance for program administration. Assess and evaluate CCS program on a continuing basis. Assess, plan for and develop any needed CCS specialty clinics.
- 5% Recruit CCS providers, including the paneling process and orientation to CCS, and support to maintain ongoing provider commitment to CCS.
- 10% Supervise CCS staff in case management and in the maintenance of the CCS program, assuring program compliance, including performance evaluations and scheduling.
- 5% Provide training and orientation to new CCS staff. Provide outreach and education to providers about CCS program and paneling opportunities.
- 3% Supervise local CCS activities and referrals in coordination with SCRO.
- 2% Attend interagency and community meetings to enhance and integrate CCS services into the community.

**COUNTY OF MONO
CCS PROGRAM**

CCS CASE MANAGER – DUTY STATEMENT

(HEALTH PROGRAM MANAGER)

Diann Bitzberger . 40 CCS

The public health nurse administers the CCS program in the local dependent county. The public health nurse has direct contact with the family, acting as an advocate in obtaining the appropriate health services and as a liaison between the medical provider, the community, and the regional office that provides the administrative component of the program.

- 5% Identify children with potential CCS medically eligible conditions and assists with the referral/application process.
- 10% Act as liaison between the family, medical provider, community and the Southern California Regional Office through a case management plan developed with the family.
- 3% Participate in conferences on behalf of CCS clients as necessary to coordinate service needs and program benefits.
- 15% Using skilled professional medical expertise, review CCS medical reports to coordinate appropriate action with regional office.
- 5% Coordinate client care by referring to other appropriate agencies. Coordinate client care between specialty CCS clinics and providers.
- 5% Attend training programs provided by CCS to stay current with policy/procedure and case management.
- 2% Direct clerical staff in correspondence to families, providers and the regional office.

**COUNTY OF MONO
CCS PROGRAM**

MTP LIASON – DUTY STATEMENT

(HEALTH PROGRAM MANAGER)

Diann Bitzberger . 1 CCS

The public health nurse administers the CCS program in the local dependent county. The public health nurse has direct contact with the family, acting as an advocate in obtaining the appropriate health services and as a liaison between the medical provider, the community, and the regional office that provides the administrative component of the program.

Administration:

- 5% Act as Medical Therapy Program (MTP) liaison to the Local Education Agency (LEA) to coordinate activities with special education. Participate in interagency meetings for planning, coordination of client care, and training.
- 5% Assist in development and maintenance of an IAA with MCOE.
- 5% Coordinate the biannual MTCs for CCS clients. Direct clerical assistance for MTP liaison and MTC activities.

Case Management:

- 5% Attend IEP meetings for MTP clients when requested by the parent or LEA to coordinate client care, or supervise designee.
- 2% Attend training and updates for CCS-MTP liaison activities.
- 3% Coordinate client care and follow-up services from the MTC.

**COUNTY OF MONO
CCS PROGRAM**

CCS COORDINATOR - DUTY STATEMENT

(CHOS – Community Health Outreach Specialist)

Olivia Moreno .75 CCS

This is a non-professional position under the direct supervision of the CCS Administrator that assists with various components and client case management of the CCS program. The State CMS refers to this county position as a Case Management/Program Eligibility Technician. This position includes but is not limited to identification of potential medically eligible children, assistance in case management including application process, insurance coverage, financial/residential eligibility, maintenance of records and program timelines. It also assists with coordination of clinics, outreach and health education promotion, reporting and administrative assistance, and translation.

PROGRAM ELIGIBILITY

- 10% Receive and process CCS referrals. Utilize CMSNet for client data and communication with regional office. Obtain necessary medical documentation from family/provider to ensure a completed CCS referral as required by the program. Give to skilled medical staff for review. Provide correspondence to the family and providers regarding client eligibility.
- 15% Determine financial and residential CCS eligibility through MEDS, EDS, and interviews of the applicant and family. Do annual CCS financial and residential eligibility re-determinations.
- 5% Communicate effectively with Medi-Cal and HFI eligibility as needed. Help family problem-solve with Medi-Cal/HFI when needed. Must have a working knowledge of EDS and MEDS system.

CASE MANAGEMENT

- 15% Work closely with and under the direction of the local nurse case manager and regional office to provide case management activities for the client/family, obtain medical reports, request and monitor authorizations, coordinate appointments to CCS providers, record-keeping and CMSNet updates.

Mono County Children's Medical Services Plan and Fiscal Guidelines 2015-2016

- 2% Maintain a tracking system to ensure a timely response to the family and compliance with CCS case management timelines. Process case closures when applicable. Send county CCS Notice of Action letters.
- 3% Identify barriers to client services, including family's need for transportation, food and lodging assistance; need for interpreter. Refer family for assistance.
- 5% Assist with interpretation for CCS case management work with Spanish-speaking families. Some of this may be strictly translation and some may be independent case management in Spanish as directed by the CCS case manager.
- 10% Refer to MediCal and other services if potentially eligible.
- 5% Assist in coordination of specialty CCS clinics, i.e. MTC. Assist in preparation, scheduling, collection of medical documents and reports, authorizations for clinics and IEP.

PROVIDER SUPPORT

- 5% Assist with CCS orientation and trainings to providers, and ongoing staff education.
- 10% Respond to inquiries by clients and providers regarding program difficulties (billing, missing authorizations, scheduling appointments) and help to problem-solve.
- 3% Participate in required training by county/state including CCS program and case management, including MEDS, CMSNet training.
- 2% Monitor and verify CCS claims on monthly expenditure reports. Follow-up if claim problems noted for specific providers.

ADMINISTRATIVE SUPPORT

- 10% Maintain CCS databases and do data entry for case management, analysis and reporting. Assist in preparation of annual CMS plan. Prepare required census reports; prepare quarterly reports for state and budget requirements.

**COUNTY OF MONO
CCS PROGRAM**

CLERICAL/INTERPRETER—DUTY STATEMENT

(Fiscal Technical Specialist, WNA)

Maria Gonzalez, Nancy Cruz-Garcia FTE .14 CMS (CCS, CHDP)

- 10% Word processing of documents and correspondence as directed by CCS administrator. Develop meeting notices, etc. for distribution.
- 5% Provide CCS general support services by ordering CCS supplies.
- 10% Translation for case manager.
- 20% Respond to inquiries of clients and providers regarding program and help to problem-solve under direction of CCS administrator.
- 30% Receive by fax CCS referrals and medical reports and forward to case manager for processing.
- 20% Refer children to CHDP, EPSDT services or other services if appropriate.
- 5% Assist in organization and set-up of specialty CCS clinic, MTC.

**COUNTY OF MONO
CHILDREN'S MEDICAL SERVICES**

CMS FISCAL AGENT – DUTY STATEMENT

(Public Health Fiscal and Administrative Officer)

Patricia McGee .07 CMS (CCS, CHDP)

The Children's Medical Services Program fiscal agent performs all fiscal duties in support of the CMS program. The duties include but are not limited to:

1. Preparation of budget and any budget revisions.
2. Prepare any materials necessary for submission to Board of Supervisors for approval.
3. Prepares invoices.
4. Processes all invoices for payment through the Auditor's office.
5. Oversees the data entry of time studies.
6. Deposits all receipts in appropriate accounts.
7. Maintains inventory of program equipment.
8. Prepares fiscal information for periodic reports.
9. Other duties as required.

**COUNTY OF MONO
CCS PROGRAM**

PUBLIC HEALTH DIRECTOR – DUTY STATEMENT

Lynda Salcido PHN .07 CMS(CCS,CHDP)

The public health director supervises all Public Health staff in the local county, including supervision of the CMS and HCPCFC programs. The director is responsible for planning, organizing and directing the activities of all county-wide public health programs.

Oversee the planning, organization, and coordination of the Public Health Division in the local county.

Supervise, train, assign and evaluate staff including new employee orientation.

Plan, develop, justify and manage a program budget according to division and funding source requirements; maintain budgetary control.

Ascertain program needs and leads staff in setting goals, vision and objectives.

Coordinate ongoing emergency response activities with other county departments.

Serve as a resource and technical consultant, and explains the health department role and policies, laws, and regulations in assigned area to officials, groups and individuals.

Develop, write and implement grant proposals.

COUNTY OF MONO
CCS PROGRAM

DIRECTOR OF PUBLIC HEALTH NURSING – DUTY STATEMENT

Sandra Pearce PHN .07 CMS (CCS,CHDP)

The Director of Public Health Nursing (DPHN) supervises all nursing staff in the local county, including supervision of the CMS and HCPCFC programs. The DPHN is responsible for planning, organizing and directing the activities of all county-wide public health nursing programs. The DPHN is supervised by the Public Health Director.

- Plans, schedules, assigns, evaluates and directs the programs and the work of professional nursing staff and other public health staff.
- Provides direction and oversight for public health programs and activities, such as communicable disease control, tuberculosis control, sexually transmitted diseases, AIDS prevention and control, California Children Services, Child Health & Disease Prevention, Immunization Program, MCH Categorical Programs, Tobacco Control, Health Promotions, and other programs.
- Develops and interprets policies and procedures for all public health nursing programs.
- Advises staff on the interpretation and application of departmental policies and public health laws and regulations.
- Interprets policies and regulations for the public.
- Assists with the development and monitoring of program budgets for public health programs and service.
- Develops information concerning community health needs, including the coordination and interpretation of statistical data.

**COUNTY OF MONO
CHDP PROGRAM**

CHDP DIRECTOR – DUTY STATEMENT

(COUNTY HEALTH OFFICER)

Rick Johnson MD .01 CHDP

The County Health Officer is to direct the enforcement of Federal, State, and local health laws and relations and has responsibility for planning and providing direction to the County as a professional medical consultant. The health officer also fulfills the CHDP Director position for the CHDP program in the local county.

- 5% CHDP Director – help plan and evaluate the CHDP Gateway program and its interaction within the community and other organizations/agencies involved in the delivery of health services to the target population. Provide consultation and medical direction for local CHDP Deputy Director, other health professional and ancillary staff in CHDP program
- NA local health orders, ordinances, and regulations prescribed by the State Department of Services and State statutes relating to public health.
- NA Assesses community health status and reports on the health status of the community using multiple epidemiologic, survey and statistical methods.
- NA Must legally respond to public health emergencies and develop an integration plan for Health Department staff into the County Disaster Management Team.
- NA Plans, develops, approves, and implements medical protocols and procedures for Public Health programs and services, for Sheriff emergency services and for jail inmate screening and sick calls.
- NA Acts in an advisory and public relations capacity on the administration of Federal, State and County medical care programs
- NA Provides medical consultation and health information to the public, community and county staff, health providers, and may offer Public Health education.

COUNTY OF MONO CHDP PROGRAM

CHDP DEPUTY DIRECTOR – DUTY STATEMENT

(HEALTH PROGRAM MANAGER)

Diann Bitzberger PHN .10 CHDP

The public health nurse administers the CHDP program in the local county. This position includes but is not limited to deputy director duties and administration of program policies and procedures, data analysis and program planning, supervision of case management, provider enrollment/disenrollment, and supervision of health professional and ancillary staff activities.

PROVIDER ORIENTATION AND TRAINING

- 5% Provider Recruitment – outreach and recruitment for CHDP providers.
- 15% Provider Orientation and Education – orient providers to CHDP PM 160 health assessments, staff training and technical assistance.
- 5% Provider Audits –review medical records (PM 160, etc) for documentation of services, identify training needs and provide medical/technical assistance.
- 5% Medical Quality Assurance – review qualifications and standards with CHDP providers and compliance with the CHDP Provider Manual.

LIAISON ACTIVITIES

- 3% Regional Meetings – share local county health issues, methodology and implementation of the CHDP Program, and outreach efforts to the target population.
- 15% Community/Interagency Liaison – coordinate CHDP activities with Welfare (Child Protective Services, Foster Care, Medi-Cal and AFDC), IZ, WIC, CCS, Head Start, Department of Education, including defining health needs of the children of mutual concern and sharing problems and solutions the delivery of services.
- 20% Administration and Supervision: provide data for documentation required by the county and state, including time studies, input on budgets, claims, and the supervision and training of the local CHDP staff. Administrative duties including staff performance evaluations and staff scheduling.

CARE COORDINATION

- 5% Supervision of CHDP staff for PM 160 case management to ensure the completion of any referrals for diagnosis and treatment.
- 10% Supervision of local CMS health professional and ancillary staff in CHDP program activities of informing and linking children/families to services and accessing health care. This also includes identifying clients, and supporting the application process for Medi-Cal Insurance by clients.
- 5% HCPCFC – supervise the HCPCFC program and case management for foster care children with CWS/Probation.

INFORMING/LINKING ACTIVITIES

- 3% Newsletter Development – write articles on medical issues or program changes impacting our network of local organizations and agencies.
- 2% Education Materials – identify and evaluate existing sources of education materials for their appropriateness and local use; consult with providers regarding materials most appropriate for clients; utilize with training and orientation of providers.
- 5% Promote outreach within the community, linking the target population to CHDP services and providers.

**COUNTY OF MONO
CHDP PROGRAM**

CHDP CASE MANAGER—DUTY STATEMENT

(HEALTH PROGRAM MANAGER)

Diann Bitzberger PHN 0.10 CHDP

Under the direction of the CHDP Deputy Director, the public health nurse provides skilled medical expertise for the CHDP Gateway program in the local county. The public health nurse has direct contact with the family, acting as an advocate in obtaining the appropriate health services, **case management** and liaison between the medical provider, community, and the state offices. This position also includes provider education and support for Gateway program as well.

PROVIDER SUPPORT

- 15% Assist in orienting providers to CHDP enrollment, PM 160 health assessments, and provide ongoing staff training and technical assistance.
- 5% Provide ongoing consultation and technical assistance to providers utilizing necessary provider support.

LIAISON and LINKING/INFORMING

- 5% Promote outreach for CHDP within the community. Oversee local CHDP program activities informing and linking the target population to services and accessing health care.
- 5% Attend interagency and community meetings to enhance and integrate CHDP services into the community. Act as liaison for CHDP program, providing direction and support to providers, social services, other health department programs (WIC, MCH, IZ etc) and state regional office.
- 5% Attend state teleconference trainings for CHDP to keep current on policy/procedure and changes.
- 3% Write articles for newsletters on medical issues or program changes impacting our network of local organizations and agencies.

- 2% Identify and evaluate existing resources of CHDP educational and outreach materials for their appropriateness and local use; consult with providers regarding materials most appropriate for clients; utilize with training and orientation of providers.
- 10% Identify clients, and support the application process for Medi-Cal Insurance by clients. Work closely with social services and eligibility workers.

CASE MANAGEMENT

- 5% Identify children with potential need of CHDP exams and assist with the referral/application process.
- 20% Case management and care coordination of CHDP PM 160s to ensure the completion of any referrals for diagnosis and treatment.
- 10% Maintain case data documentation, and formulate necessary state and local reports as directed.

HEALTH EDUCATION

- 5% Collaborate with WIC clinics and other community events to provide health education and outreach to target population regarding CHDP services.
- 10% Provide community health education on various health topics such as Lead Poisoning, Anemia, Early Childhood Caries (ECC), and other health topics.

**COUNTY OF MONO
CHDP PROGRAM**

CHDP COORDINATOR - DUTY STATEMENT

(CHOS – Community Health Outreach Specialist)

Olivia Moreno 0.25 CHDP

This is a non-professional position under the direct supervision of the CHDP Deputy Director that assists with various CHDP program components and client case management. This position includes but is not limited to assistance in case management including application process, insurance coverage, referrals and diagnosis/treatment follow-up, maintenance of records and data base. It also assists with outreach and education, reporting and administrative assistance, and translation as needed.

LINKING/INFORMING

- 5% Follow-up on CHDP PM357s from Social Services and maintain record of informed eligible clients. Contact families requesting more information of CHDP, transportation and scheduling assistance, and document in database.
- 5% Communicate effectively with Medi-Cal system for eligibility as needed. Help family problem-solve with Medi-Cal when needed. Must have a working knowledge MEDS system.
- 3% Assist in CHDP program outreach and education to families, providers, agencies and in the community.
- 2% Refer children to CCS, EPSDT Services, or other services if potentially eligible.
- 10% Assist the family with the joint application for MediCal Insurance when appropriate to access future health care.

CARE COORDINATION

- 10% Assist with CHDP PM 160 referrals for further diagnosis/treatment and provide case management under the direction of skilled nurse expertise.

- 12% Maintain a tracking system to ensure a timely response to the family and compliance with PM 357 and PM 160 case management timelines.
- 3% Identify barriers to client services, including family's need for transportation and/or interpreter services. Refer family for assistance.
- 5% Assist with interpretation for CHDP case management work with Spanish-speaking families. Some of this may be strictly translation and some may be independent case management in Spanish as directed by the PHN.

PROVIDER ORIENTATION AND TRAINING

- 5% Assist with CHDP orientation and training to providers.
- 5% Respond to inquiries by clients and providers regarding program difficulties (billing, missing authorizations, scheduling appointments) and help to problem-solve.
- 5% Participate in required training by county/state including program and case management, MEDS for provider support.
- 2% Monitor CHDP provider claims on monthly expenditure reports. Follow-up if claim problems noted for specific providers.
- 3% Distribution of CHDP Provider Information Notices, Provider list and state approved brochures to the County Department of Social Service's, and information to individuals as directed by the CHDP Deputy Director.

ADMINISTRATIVE SUPPORT

- 15% Receive necessary medical documentation from provider to ensure a complete CHDP PM 160 exam and/or referral as required by the program. Enter into database and give to skilled medical staff for review.
- 10% Maintain CHDP databases and data entry for case management, analysis and reporting. Assist in preparation of annual CMS plan. Prepare required census reports; prepare quarterly reports for state and budget requirements.

Health Care Program for Children in Foster Care (HCPCFC)

FOSTER CARE PHN—DUTY STATEMENT

(HEALTH PROGRAM MANAGER)

Diann Bitzberger PHN .035 HCPCFC ,.015 Foster Care

This is a skilled nursing position under the direct supervision of the CHDP Deputy Director to assist with medical case management of children placed in foster care. The nurse works closely with Child Welfare Services (CWS) and Probation during out-of-home placement of children 0-18 years old, and those placed in extended Foster Care through AB12, following the Mono County HCPCFC MOU and SOW.

Duties:

CASE MANAGEMENT

- 25% Obtain health information (PM 357s, IZ records, exam reports) for children placed in foster care through CWS or Probation.
- 25% Provide current information to CWS to update health history, health information, and needs in Health Passport for each foster child.
- 10% Provide training and education for professionals and para-professionals in agencies, including court system, to increase awareness and interest in health needs for foster children and coordination of care.
- 10% Provide training and education to SCP regarding special health needs, health care and services desired for the foster child. Provide health recommendations to the child's biological parents upon reunification or to the foster child upon emancipation, including health providers and resources.
- 10% Assist social workers in developing the required court plans, for inclusion of health needs if appropriate. Collaborate in preparation of the written plan (usually every 6 months).
- 10% Collaborate with in-county and out-of-county CHDP providers and CHDP staff to identify adequate of providers to see foster care children.
- 10% Maintain a tracking system to follow health care for the foster child in placement, and follow up on changes in the health status. Collaborate with the social worker or probation officer.

CHILDREN'S MEDICAL SERVICES PLAN

PERFORMANCE MEASURES

FISCAL YEAR
2015-2016

CHDP Performance Measure 1 - Care Coordination

The degree to which the local CHDP program provides effective care coordination to CHDP eligible children.

Definition: CHDP health assessments may reveal condition(s) requiring follow-up care for diagnosis and treatment. Effective CHDP care coordination is measured by determining the percentage of health condition(s), coded 4 or 5, where follow-up care is initiated¹ within 120 days of local program receipt of the PM 160.

Numerator: Number of conditions, coded 4 or 5, where the follow-up care was initiated within 120 days of receipt of the PM 160.

Denominator: Total number of conditions, coded 4 or 5, on a PM 160, excluding children lost to contact.

Data Source: Local program tracking system.

Reporting Form:

Element	Number of conditions coded 4 or 5 where follow-up care was initiated (Numerator)	Total number of conditions coded 4 or 5, excluding children lost to contact (Denominator)	Percent (%) of conditions where follow-up care was initiated within 120 days
Conditions found on children eligible for Medi-Cal that required follow-up care	24	29	82.75%
Conditions found on children eligible for State-funded CHDP services only (Aid code 8Y) that required follow-up care	0	0	N/A

¹ Centers for Medicare and Medicaid Services, Publication #45, the State Medicaid Manual, Chapter 5 EPSDT, Section 5310 A <http://www.cms.gov/Regulations-and-Guidance/Guidance/Manuals/Paper-Based-Manuals-Items/CMS021927.html>

CHDP Performance Measure 2 - New Provider Orientation

The percentage of new CHDP providers with evidence of quality improvement monitoring by the local CHDP program through a New Provider Orientation.

Definition: The number of new CHDP providers (i.e., M.D., D.O., N.P., P.A.) added within the past fiscal year who were oriented by the local program staff.

Numerator: The number of new CHDP providers who completed an orientation within the past fiscal year.

Denominator: The number of new CHDP providers in the county or city (local program) added within the past fiscal year.

Data Source: Local program tracking system.

Reporting Form:

Number of New Providers who Completed Orientation (Numerator)	0
Number of New Providers (Denominator)	0
Percent (%) of New Providers Oriented	N/A

CHDP Performance Measure 3 - Provider Site Recertification

The percentage of CHDP provider sites (excludes newly enrolled providers) who have completed recertification within the past fiscal year. Provider site visits may occur for other

reasons. These can be documented for workload activities. The purpose of this performance measure is to ensure that all providers are recertified at least once every three (3) years. This performance measure is a benchmark to ensure that providers are recertified using the Facility and Medical Review Tools. These tools ensure that providers maintain CHDP standards for health assessments.

Definition: An office visit which includes a medical record review and a facility review or Critical Element Review with a Managed Care Plan.

Numerator: The number of CHDP provider sites who have completed the Recertification within the past fiscal year using the facility review tool and medical record review tool.

Denominator: The number of active CHDP provider sites in the county/city due for recertification within the fiscal year.

Data Source: Local program tracking system.

Reporting Form:

Number of Completed Site Recertifications (Numerator)	0
Number of Active CHDP Provider Sites Due for Recertification (Denominator)	0
Percent (%) with Completed Recertifications	N/A

Optional Workload Data Tracking Form:

(Other reasons for a provider site visit by local program. This identifies workload.)

Other reasons for provider site visits:	Number of Visits
1. Provider change in location or practice	0
2. Problem resolution such as, but not limited to, billing issues, parental complaints, facility review and/or other issues. ²	8
3. Medical record review.	8
4. Office visits for CHDP updates or in-service activities	2
5. Other Please Specify: Inservice reviews:, BMI, audiology, vision	1

CHDP Performance Measure 4 - Desktop Review: Dental, Lead

Within the past fiscal year, identify the percentage of PM 160s with documentation indicating compliance with the CHDP Periodicity Schedule and Health Assessment Guidelines. Local programs may choose to evaluate the same provider sites over the 5-year Performance Measure cycle, or select different provider sites each year.

Definition: A targeted desktop review for three high volume providers within the county/city by determining the percent of PM 160s that have documentation for:

- Referral to a dentist at 1 year exam (12-14 months of age)
- Lead testing or a referral for the test at 1 year exam (12-14 months of age)

Numerator: The number of PM 160 elements recorded correctly per selected providers for the specific ages.

Denominator: The total number of PM 160s reviewed per selected providers for the specific ages.

Data Source: Local program tracking system.

Reporting Form:

	Dental Referral			Lead Test or a Referral		
	Number of PM 160s w/ Dental	Total PM 160s		Number of PM160s w/ Lead Test or Referral	Total PM 160s	
Sierra	50	45	90%	20	20	100%

CHDP Performance Measure 5 – Desktop Review: BMI

Within the past fiscal year, identify the percentage of PM 160s with documentation indicating compliance with the CHDP Periodicity Schedule and Health Assessment Guidelines. Local programs may choose to evaluate the same provider sites over the five-year Performance Measure cycle, or select different provider sites each year.

Definition: A targeted desktop review for three (3) high volume providers within the county/city by determining the percent of PM 160s that have documentation for:

- Body Mass Index (BMI) Percentile for ages two (2) years and over.
- If BMI Percentile is abnormal, the description of weight status category³ and/or a related diagnosis are listed in the Comments Section.

BMI percentile	Weight status category
< 5 th %ile	Underweight
85 th - 94 th %ile	Overweight
95 th - 98 th %ile	Obese
≥ 99 th %ile	Obesity (<i>severe</i>)

Numerator: The number of PM 160s BMI-related elements correctly documented for ages two (2) years and over.

Denominator: The total number of PM 160s reviewed per selected providers for ages two (2) years and over.

Data Source: Local program tracking system.

³ **CHDP Provider Information Notice No.: 07-13:** Childhood Obesity Implementation Guide from the Expert Committee Recommendations on the Assessment, Prevention and Treatment of Child and Adolescent Overweight and Obesity- 2007.
<http://www.dhcs.ca.gov/services/chdp/Documents/Letters/chdppin0713.pdf>

Reporting Form for Performance Measure 5 – Desktop Review: BMI

Reporting Form for Performance Measure 5 – Desktop Review: BMI

Provider	BMI percentile recorded on PM 160s for children ages 2 (two) and older			If BMI percentile is < 5 %, 85 - 94 %, or ≥ 95 %, abnormal weight status category and/or related diagnosis listed in Comments Section		
	Number of PM 160s with BMI %ile recorded	Number of PM 160s reviewed		Number of PM 160s with abnormal weight status category/ diagnosis in	Number of PM 160s with abnormal weight status reviewed for, diagnosis follow-up	
Sierra Pk	42	50	84%	3	3	100%

CHDP Performance Measure 6 - County/City Use of Childhood Obesity Data

1. Childhood obesity data shared with CHDP Providers to inform about overweight and obesity prevalence rates: (If yes, underline all that apply)	YES	NO
Presentations, in-services, trainings---SNAP-ED	x	
Newsletters, media outreach----Counseling by Sierra park Pediatrics	x	
Provide educational and resource materials related to healthy eating/active living Food Day activities	x	
2. Childhood obesity data shared to support local assistance grants and implementation of multi-sector policy strategies to create healthy eating and active living community environments (Goal 3, California Obesity Prevention Plan 2010): (If yes, underline all that apply)		
Academic: Universities, Academic Institutions, Educators and Researchers Other (Please specify):		
Community Coalitions/Committees: Health Advisory Committee, Health Collaboratives/Coalitions Other (Please specify): Nutrition and Physical Activity Task Force	x	
Community Planning: City Planners, County Land Use Staff, Built Environmental Groups Other (Please specify):		
Community Programs: Faith-based Groups. YMCA/YWCA, After School programs, Parks and Recreation programs, Child Care, University Cooperative Extension Other (Please specify):		
Health Care: Managed Care Health Plans and Insurers, Hospitals, CCS Program/Special Care Centers, Medical Provider Groups, Medical Societies, Health Associations Other (Please specify): Newsletters to Providers	x	
Policy Makers: County Board of Supervisors, City Councils, Community Planners, Legislators Other (Please specify): Food Day Celebration Support	x	
Projects or Funding Entities: First Five Commission, Public and Private Foundations/Endowments/Grants		

Mono County Children's Medical Services Plan and Fiscal Guidelines 2015-2016

Other (<i>Please specify</i>):		
<p>Public Health Programs: WIC, Foster Care, MCAH, Nutrition Network Funded Projects, Health Officers, Epidemiologists, Program Directors</p> <p>Other (<i>Please specify</i>): Health and Safety Fair Booth Spring 2015 with "75210"</p> <p>"7" Eat a Healthy Breakfast 7 days a week</p> <p>"5" Eat 5 fruits and vegetables every day</p> <p>"2" Only 2 hours of screen time per day</p> <p>"1" One hour of physical activity each day</p> <p>"0" No sugar-sweetened beverages</p>	x	

HPCFC Performance Measure 1 - Care Coordination

The degree to which the local HPCFC provides effective care coordination to CHDP eligible children.

Definition: CHDP health assessments may reveal condition(s) requiring follow-up care for diagnosis and treatment. Effective HPCFC care coordination is measured by determining the percentage of health condition(s) coded 4 or 5 where follow-up care is initiated within 120 days of local program receipt of the PM 160.

Numerator: Number of conditions coded 4 or 5 where the follow up care was initiated within 120 days of receipt of the PM 160.

Denominator: Total number of conditions coded 4 or 5 on a PM 160, excluding children lost to contact.

Reporting Form:

Number of conditions coded 4 or 5 where the follow-up care was initiated within 120 days of receipt of the PM 160. (Numerator)	0
Total number of conditions coded 4 or 5 on a PM 160, excluding cases lost to no contact. (Denominator)	0
Percent of conditions coded 4 or 5 where the client received follow-up care within 120 days of receipt of the PM 160.	N/A

Data Source: Child Welfare Services Case Management System (CWS/CMS), and county specific data for Probation Department

HCPCFC Performance Measure 2 - Health and Dental Exams for Children in Out-of-Home Placement

The degree to which the local HCPCFC program ensures access to health and dental care services for eligible children according to the CHDP periodicity schedule.

Definition: This measure is based on characteristics that demonstrate the degree to which the PHN in the HCPCFC facilitates access to health and dental services as evidenced by documentation of a health and dental exam in the Health Education Passport.

Numerator 1: Number of children in out-of-home placement with a preventive health exam, according to the CHDP periodicity schedule documented in the Health and Education Passport, and

Numerator 2: Number of children in out-of-home placement with a preventive dental exam, according to the CHDP dental periodicity schedule documented in the Health and Education Passport.

Denominator: Number of children in out-of-home placement during the previous fiscal year supervised by Child Welfare Services or Probation Department.

Reporting Form:

Element	Number of Children With Exams (Numerator)	Number of Children (Denominator)	Percent of Children with Exams
Number of children in out-of-home placement with a preventive health exam according to the CHDP periodicity schedule documented in the Health and Education Passport. (Numerator)	10	10	100%
Number of children in out-of-home placement with a preventive dental exam according to the CHDP dental periodicity schedule documented in the Health and Education Passport.	8	10	80%

Data Source/Issue: Child Welfare Services Case Management System (CWS/CMS), and county specific data for Probation Department.

CMS Plan 2015-16 Fiscal Year Performance Measure Narrative

CHDP Performance Measure 1 – Care Coordination

The local tracking system utilizes an Access database created specifically for Mono County CHDP program. The data is inputted by the CHOS and CHDP deputy director.

As Mono County is an extremely rural county, specialist care most often requires out of county travel of at least 5 hours. Travel out of county can be very difficult at times of the year due to heavy snow fall, road closures, or travel restrictions. Very few specialists practice in Mono County, especially pediatric specialists. We are working with Managed Care Medi-Cal to re-recruit specialists in Inyo County for optometry and ophthalmology. Dental care is provided through Sierra Park Dental locally. Children with all other referrals must travel out of the area, often to Los Angeles, Sacramento, Pomona or Orange County. This year one of the Manage Care provides subsidized cost to bring "Vision to Learn" mobile unit and staff to complete eye exams for any child in Mono County who, after being screened, was determined to need an in-depth eye exam. These children subsequently received these exams and glasses from "Vision to Learn" at no cost to the families.

As many families are at or below the federal poverty level in Mono County, out of county travel and taking time away from job responsibilities have significant financial impact and often families are not able to follow through with the recommended medical care within the 120 day goal of CHDP. One Managed Care provider, California Health and Wellness, has been able to assist some families with transportation to Southern California for specialist appointments. We have also found that some specialists have more than a month long wait list that has caused a delay in receiving care.

The Deputy Director is communicating with Managed Care representatives through quarterly meetings and is seeking additional providers who will accept the newly-implemented Medi-Cal Managed Care programs in Mono County---- Anthem Blue Cross and California Health and Wellness.

CHDP Performance Measure 2 – New Provider Orientation

There were no new CHDP providers in Mono County for the fiscal year 2015-2016.

CHDP Performance Measure 3 – Provider Recertification

Recertification, due every three years, at Sierra Park Pediatrics was due and accomplished in July, 2014. Re-certification included renewal training in audiometry, Anthropometric BMI, and vision screening.

CHDP Performance Measure 4 – Desktop Review

The local tracking system utilized for data collection is the same as described above for CHDP Performance Measure 1.

- A. The percent compliance for accurate recording of the BMI percentile increased due to close monitoring, initial return of forms missing BMI, and education of staff regarding protocol for ages requiring BMI documentation.
- B. The percent of compliance for the number of children referred to a dentist continues to be high with follow up phone calls and documentation by CHOS.
- C. The lead testing is ordered in a timely manner due to the diligence of the head nurse at the Sierra Park Pediatrics Clinic. Reporting of lead levels by Mammoth Hospital Lab consists of a paper format, sent to Billing, and delivered to CHDP Deputy Director.

HCPCFC Performance Measure 1 – Care Coordination

The local tracking system used to gather the data for this performance measure was chart review and review of Health and Education Passport through CWS/CMS.

HCPCFC Performance Measure 2 – Health and Dental Exams for Children in Out-of-Home Placement

The local tracking system used to gather the data for this performance measure was a chart review and review of Health and Education Passport through CWS/CMS.

CCS Performance Measures

The degree to which local CCS programs provide effective utilization review and management to eligible CCS children; the local programs will evaluate and rate **each** of the five (5) components as individual indicators of program effectiveness.

The five components for review are:

1. Medical Home
2. Determination of CCS Eligibility
3. Special Care Center
4. Transition Planning
5. Family Participation

CCS Performance Measure 1 – Medical Home

Children enrolled in the CCS Program will have documented Medical homes/primary care providers. The goal is to have 100% compliance.

Definition: Children in the CCS program will have a designated primary care physician and/or a physician who provides a medical home.

Numerator: The total number of children with a completed field with identification of a primary care physician and/or a physician that provides a medical home.

Denominator: The total number of children in the local CCS county program.

Data Source: Sample of 100 charts or 10% of caseload if caseload under 1,000.

Reporting Form:

Number of children with a primary care physician/ Medical Home (Numerator)	Number of children in the local CCS program (Denominator)	Percentage of compliance
68	70	97%

* Note: If county percentage of compliance is under 80%, counties need to submit with the annual report a plan for how they will work to improve this result.

CCS Performance Measure 2 – Determination of CCS Program Eligibility

Children referred to CCS have their program eligibility determined within the prescribed guidelines per Title 22, California Code of Regulations, Section 42000, and according to CMS Branch policy. Counties will measure the following:

Numerators:

- a. Medical eligibility within five working days of receipt of all medical documentation necessary to determine whether a CCS-eligible condition exists.
- b. Residential eligibility within 30 days of receipt of documentation needed to make the determination.
- c. Financial eligibility within 30 days of receipt of documentation make the determination.

Denominator: Number of CCS unduplicated new referrals to the CCS program assigned a pending status in the last fiscal year.

Data Source: 10% of the county CCS cases or 100 cases (which ever number is less).

Reporting Form: Year 14-15

MEDICAL ELIGIBILITY	Number of referrals determined medically eligible within 5 days (Numerator)		Number of new unduplicated referrals (Denominator)		Percentage of compliance
Medical eligibility determined within 5 days of receipt of all necessary documentation	<i>Data unavailable as we are a dependent county and medical eligibility is determined in SCRO</i>				Unavailable
PROGRAM ELIGIBILITY	Number of cases determined eligible within 30 days of receipt of documentation needed to make the determination (Numerator)		Number of new unduplicated referrals (Denominator)		Percentage of compliance
Financial eligibility determined within 30 days	FSMC/MC 38	CCS only 15	FSMC /MC 39	CCS only 16	96%
Residential eligibility determined within 30 days	55		55		100%

CCS Performance Measure 3 (A & B) – Special Care Center

This Performance Measure is evaluated in two parts.

Part A: Annual Team Report

Definition: This performance measure is based on the CCS requirement for an annual team report for each child enrolled in CCS whose condition requires Special Care Center services and has received an authorization to a Special Care Center. County CCS programs will evaluate this measure by the presence of an annual team conference report in the child's medical file.

Numerator: Number of children that received a Special Care Center authorization and were seen at least annually at the appropriate Special Care Center as evidenced by documentation and completion of the interdisciplinary team report.

Denominator: Number of children enrolled in CCS whose condition as listed in categories defined in Numbered Letter 01-0108 requires CCS Special Care Center services and has received an authorization to a Special Care Center.

Data source: 10% of the county CCS cases authorized to SCC or 100 cases (which ever number is less).

Part B: Referral of a Child to SCC

Definition: This measure is based on the CCS requirement that certain CCS eligible medical conditions require a referral to a CCS Special Care Center for ongoing coordination of services.

Numerator: Number of children in CCS, with medical conditions in the categories as listed in Numbered Letter 01-0108 requiring a Special Care Center Authorization, who actually received an authorization for services.

Denominator: Number of children enrolled in CCS, with medical conditions, requiring Special Care Center Authorizations.

Data source: Counties shall identify and use four or five specific diagnosis categories (cardiac, pulmonary, etc) as listed in the Special Care Center Numbered Letter 01-0108 as it relates to the SCC(s) identified for your client population. The county shall identify one or more diagnostic codes and use the diagnosis codes indicated for the SCC categories selected for this PM.

Reporting Form - Part A:

Category selected (cardiac, pulmonary, etc.)	Number of children with annual team report in client's medical records (Numerator)	Number of children with SCC authorization (Denominator)	Percentage of compliance
All SCG 02 (except NICU admissions, SCG 04, and SCG 06)	10	13	76%

Mono County Children's Medical Services Plan and Fiscal Guidelines 2015-2016

Category selected (cardiac, pulmonary etc.)	Number of children with authorization to SCC	Number of children with medical conditions that require SCC authorization	Diagnostic Code Chosen	Percentage of compliance
		1		
Cochlear	1	5	389.18	
Communication	5	5	389.0;270.4;744.23;	
Craniofacial	5	0	389.00;744.23;	
Edocrine	0	1		
Spina Bifida	1	1	741.03	
CF/Pulmonary	1	1	770.9	
Cardiac Center	3	3	270.4	
				100%
All SCG 02 (except NICU admissions, SCG 04, and SCG 06)	16	16	All SCG 02 (except NICU admissions, SCG 04, and SCG 06)	100%

* Counties may select four (4) to five (5) specific medical conditions as outlined in the SCC NL to use as the basis for clients that should have a referral to a CCS SCC.

CCS Performance Measure 4 – Transition Planning

Definition: Children, 14 years and older who are expected to have chronic health conditions that will extend past the twenty-first birthday will have documentation of a biannual review for long term transition planning to adulthood.

Numerator: Number of CCS charts for clients 14, 16, 18, or 20 years containing the presence of a Transition Planning Checklist completed by CCS program staff within the past 12 months for children aged 14 years and over whom requires long term transition planning.

Denominators:

- a. Number of CCS charts reviewed of clients 14, 16, 18, and 20 years in (10% of children aged 14 and over) whose medical record indicates a condition that requires a transition plan.
- b. Number of MTP charts reviewed of clients 14, 16, 18, and 20 years in (10% of children aged 14 and over) whose medical record indicates a condition that requires a transition plan.

Data Source: Chart Audit, Completion of Transition Planning Checklist.

- * Due to caseload numbers in Los Angeles County, LA County should work with the Regional Office to select an appropriate number of clients to be included in their sample size.

Transition Planning Checklist

Transition Documentation	YES	NO	Comments
1. Client has an identified need for long-term transition planning.			
2. Transition planning noted in child's medical record.			
3. Transition planning noted in SCC reports.			
4. Vocational Rehab noted in child's reports.			
5. Adult provider discussed or identified for children 17 years of age or older.			
6. Transition planning noted in SELPA for those children that are in the MTP.			

* Note: Not all of the items in the Checklist will be applicable for each chart review.

Reporting Form:

Number of CCS charts reviewed 15	Number with transition planning 15	Percentage of compliance 100%
Number of MTP charts reviewed N/A	Number with transition planning N/A	Percentage of compliance N/A

CCS Performance Measure 5 – Family Participation

The degree to which the CCS program demonstrates family participation.

Definition: This measure is evaluated based on **each** of the following four (4) specific criteria that documents family participation in the CCS program. Counties need to indicate the score based on the level of implementation.

Checklist documenting family participation in the CCS program.	Yes	No	Comments
1. Family members are offered an opportunity to provide feedback regarding their satisfaction with the services received through the CCS program by participation in such areas as surveys, group discussions, or individual consultation.	x		Upon completion of all telephone conversations, family is given opportunity to provide feedback regarding satisfaction with CCS services. April MTC Survey.
2. Family members participate on advisory committees or task forces and are offered training, mentoring and reimbursement when appropriate.		x	No advisory committee or task force exists at this time. Survey sent to every CCS family inquiring their interest in participating in committees. 2 out of 81 responses received were interested and thus no committee was created.
3. Family members are participants of the CCS Special Care Center services provided to their child through family participation in SCC team meeting and/or transition planning.	x		Family given opportunity to participate in SCC meetings.
4. Family advocates, either as private individuals or as part of an agency advocating family centered care, which have experience with children with special health care needs, are contracted or consultants to the CCS program for their expertise.	x		Family Resource Center/Heart in Hand consultant Toni Doman provides her expertise with children with special health care needs.

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Reporting Form:

Criteria	Performing (25% for each criteria)	Not Performing
1. Feedback	25%	
2. Advisory Committee		25%
3. Special Care Center Family participation	25%	
4. Resource Center	25%	
Total	<u>75%</u> %	

CHILDRENS MEDICAL SERVICES PLAN

FY 2015-2016

MONO COUNTY

DATA FORMS

California Children's Services Caseload Summary Form

County: Mono

Fiscal Year: 2014-2015

		A		B			
CCS Caseload 0 to 21 Years		12-13 Caseload	% of Grand Total	13-14 Caseload	% of Grand Total	14-15 Caseload	% of Grand Total
MEDI-CAL							
1	Average of Total Open (Active) Medi-Cal Children	43	61.4%	52	76.4%	54	77.15%
2	Potential Case Medi-Cal	4	5.7%	14	20.5%	12	14.15%
3	TOTAL MEDI-CAL (Row 1 + Row 2)	47	67.1%	66	97%	66	94.30%
NON-MEDI-CAL							
HEALTHY FAMILIES (Transitioned to Medi-Cal F/Y 13-14)							
4	Average of Total Open (Active) Healthy Families	12	17.1%	0	0	0	0
5	Potential Cases Healthy Families	0	0	0	0	0	0
6	Total Healthy Families (Row 4 + Row 5)	12	17.1%	0	0	0	0
STRAIGHT CCS							
7	Average of Total Open (Active) Straight CCS Children	11	15.8%	2	2.9%	2	2.85%
8	Potential Cases Straight CCS Children	0	0%	0	0	0	0
9	Total Straight CCS (Row 7 + Row 8)	11	15.8%	2	2.9%	2	2.85%
10	TOTAL NON MEDI-CAL (Row 6 + Row 9)	23	32.9%	2	2.9%	2	2.85%
GRAND TOTAL							
11	(Row 3 + Row 10)	70	100%	68	100%	70	100%

Performance Measure Profile

		2012-13		2013-14		2014-15		2015-16		2016-17	
Performance Measure Number	CHDP	MC	N-MC	MC	N-MC	MC	N-MC	MC	N-MC	MC	N-MC
	1	100%		100%		100%					
	2	N/A		N/A		N/A					
	3	100%		100%		N/A					
	4 Average for all three providers	BMI	100%	BMI	85%	BMI	84%	BMI		BMI	
		Dental	100%	Dental	100%	Dental	90%	Dental		Dental	
		Lead	99%	Lead	98%	Lead	100%	Lead		Lead	
	5	1. 63% 2. 90%		100%		100%					
	6 (Optional)										
	E (Optional)										
HCPFC 1	100%		n/a		n/a						
2	Health	88%	Health	100%	Health	100%	Health		Health		
	Dental	77%	Dental	77%	Dental	80%	Dental		Dental		

Performance Measure Profile – Continued

	20010-11	2011-12	2012-13	2013-14	2014-15					
CCS										
1	83%	94%	95%	96%	97%					
2	MED	N/A	MED	N/A	MED	N/A				
	RES	100%	RES	----	RES	99%	RES	93%	RES	96%
	FIN	100%	FIN	100%	FIN	97%	FIN	100%	FIN	100%
3 (A)	79%		53%		56%		80%		82%	
3 (B)	94%		100%		100%		100%		100%	
4	CCS	100%	CCS	73%	CCS	100%	CCS	100%	CCS	100%
	MTP	80%	MTP	100%	MTP	50%	MTP	n/a	MTP	n/a
5	75%		75%		68%		68%		75%	

Mono County Children's Medical Services Plan and Fiscal Guidelines 2015-2016

CHDP Program Referral Data

Complete this form using the Instructions found on page 4-8 through 4-10.

County: Mono	FY 12-13		FY 13-14		FY 14-15	
Basic informing and CHDP Referrals						
1. Total number of CalWORKs/Medi-Cal cases informed and determined eligible by Department of Social Services	321		563	Transition from HF to Medi-Cal	491	
2. Total number of cases and recipients in "1" requesting CHDP services	Cases	Recipients	Cases	Recipients	Cases	Recipients
Number of CalWORKs cases/recipients	0	0	0	0	9	14
Number of Foster Care cases/recipients	1	1	1	1	7	7
Number of Medi-Cal only cases/recipients	70	152	44	77	52	87
3. Total number of EPSDT eligible recipients and unborn, referred by Department of Social Services' workers who requested the following:						
Medical and/or dental services	172		99		45	
Medical and/or dental services with scheduling and/or transportation	35		26		18	
Information only (optional)	19		19		64	
4. Number of persons who were contacted by telephone, home visit, face-to-face, office visit or written response to outreach letter	127		104		125	
Results of Assistance						
5. Number of recipients actually provided scheduling and/or transportation assistance by program staff	39		24		29	
6. Number of recipients in "5" who actually received medical and/or dental services	105		63		65	

CASES ESTIMATED TO BE AFFECTED BY ON-LINE APPLICATIONS

**CHILDRENS MEDICAL SERVICES
PLAN**

FY 2015-2016

MONO COUNTY

**MEMORANDA OF UNDERSTANDING AND
INTERAGENCY AGREEMENTS**

State of California - Health and Human Services Agency Department of Health Care Services - Children's Medical Services

Memoranda of Understanding/Interagency Agreement List

List all current Memoranda of Understanding (MOU) and/or Interagency Agreements (IAA) in California Children's Services, Child Health and Disability Prevention Program, and Health Care Program for Children in Foster Care. Specify whether the MOU or IAA has changed. Submit only those MOU and IAA that are new, have been renewed, or have been revised. For audit purposes, counties and cities should maintain current MOU and IAA on file.

County/City: **Mono Fiscal Year 2015-16**

Title or Name of MOU/IAA	Is this a MOU or an IAA?	Effective Dates From/To	Date Last Reviewed by County/ City	Name of Person Responsible for this MOU/IAA?
CCS MTP/SELPA DHCS. Per Systems of Care Division: No renewals of IAA MTP until further notice.	IAA	July 2012-2014	6/30/14	Diann Bitzberger, MPH, RN
CHDP/DSS	IAA	July 2015-June 2017	June 2015	Diann Bitzberger, MPH, RN
HCPCFC/CWS & Probation	MOU	July 2015-June 2017	June 2015	Diann Bitzberger, MPH, RN

CHILDREN'S MEDICAL SERVICES
CMS PLAN
Fiscal Year 2015-2016

Part III
Budget Forms

CHDP Administrative Budget Summary
No County/City Match
Fiscal Year 2015-16

County/City Name: **Mono County**

Category/Line Item	1 Total Budget (2 + 3)	2 Total CHDP Budget	3 Total Medi-Cal Budget (4 + 5)	4 Enhanced State/Federal (25/75)	5 Nonenhanced State/Federal (50/50)
I. Total Personnel Expenses	\$50,103	\$98	\$50,005	\$11,497	\$38,508
II. Total Operating Expenses	\$0	\$0	\$0		\$0
III. Total Capital Expenses	\$0	\$0			
IV. Total Indirect Expenses	\$12,526	\$0	\$12,526		\$12,526
V. Total Other Expenses	\$0	\$0			
Budget Grand Total	\$62,629	\$98	\$62,531	\$11,497	\$51,034

Source of Funds	1 Total Funds	2 Total CHDP Budget	3 Total Medi-Cal Budget	4 Enhanced State/Federal	5 Nonenhanced State/Federal
State General Funds	\$98	\$98			
Medi-Cal Funds:	\$62,531		\$62,531		
State Funds	\$28,391		\$28,391	\$2,874	\$25,517
Federal Funds (Title XIX)	\$34,140		\$34,140	\$8,623	\$25,517

Prepared By (Signature) *Patricia M. Lee* Date Prepared 12/11/2015 Phone Number 760-932-5587 Email Address pmcgee@mono.ca.gov

CHDP Director or Deputy Director (Signature) *Julian DeBorja* Date 12/11/2015 Phone Number 760-924-1841 Email Address dbitzberger@mono.ca.gov

CHDP Administrative Budget Worksheet
No County/City Match
State and State/Federal
Fiscal Year 2015-16

Mono County										
Column	1A	1B	1	2A	2	3A	3	4A	4	5
Category/Line Item	% of FTE	Annual Salary	Total Budget (1A x 1B or 2 + 3)	CHDP % or FTE	Total CHDP Budget	Total Medi-Cal %	Total Medi-Cal Budget (4 + 5)	% of FTE	Enhanced State/Federal (\$575)	Nonenhanced State/Federal (\$50/50)
Personnel Expenses										
1. Diann Bizzberger, Deputy Director	7%	\$79,635	\$5,394	1.20%	\$64	98.80%	\$5,300	48.00%	\$2,468	\$2,832
2. Diann Bizzberger, Case Manager	7%	\$79,635	\$5,394			100.00%	\$5,394	95.00%	\$5,098	\$298
3. Olivia Moreno, CHOS	25%	\$59,723	\$14,881			100%	\$14,881			\$14,881
4. Sandra Pearce, Director of Nursing	2%	\$99,000	\$1,760			100%	\$1,760			\$1,760
5. Dr. Richard Johnson	1%	\$222,880	\$2,330			100%	\$2,330			\$2,330
6. Lynda Salcido	1%	\$132,204	\$1,322			100%	\$1,322			\$1,322
7. Patricia McGee, Fiscal Administrator	2%	\$55,408	\$1,308			100%	\$1,308			\$1,308
8. Maria Gonzalez	0%	\$54,732	\$0			100%	\$0			\$0
9. Nancy Cruz-Garcia	2%	\$41,520	\$830			100%	\$830			\$830
Total Salaries and Wages			\$32,991		\$64		\$32,997		\$7,564	\$75,333
Less Salary Savings			\$32,991		\$64		\$32,997		\$7,564	\$25,333
Net Salaries and Wages			\$0		\$0		\$0		\$0	\$13,174
Staff Benefits (Specify %)	52.01%		\$17,141		\$33		\$17,108		\$3,934	\$13,174
I. Total Personnel Expenses			\$50,102		\$98		\$50,005		\$11,497	\$38,507
II. Operating Expenses										\$0
1. Travel							\$0			\$0
2. Training							\$0			\$0
3. Communications							\$0			\$0
4. Equipment/Supplies							\$0			\$0
5. Office							\$0			\$0
6. Rent							\$0			\$0
II. Total Operating Expenses							\$0			\$0
III. Capital Expenses										\$0
1. Total Capital Expenses							\$0			\$0
IV. Indirect Expenses										\$5,010
1. Internal (Specify %)	10.00%		\$5,010				\$5,010			\$7,515
2. External (Specify %)	15.00%		\$7,515				\$7,515			\$12,526
IV. Total Indirect Expenses			\$12,526				\$12,526			\$12,526
V. Other Expenses										\$0
V. Total Other Expenses										\$0
Budget Grand Total			\$62,628		\$98		\$62,630		\$11,497	\$51,033

Prepared By: *Patricia McGee* Date Prepared: 12/11/15
 CHDP Director or Deputy Director (Signature): *Patricia McGee* Date: 12/11/15
 Phone Number: 760-924-5597
 Email Address: pmcgee@mono.ca.gov
 Phone Number: 760-924-1841
 Email Address: rhhz@mono.ca.gov

**CHDP No County/City Match
Mono County
Budget Narrative
Fiscal Year 2015-16**

I. PERSONNEL EXPENSES		Identify and explain any changes in Personnel including FTE percentage changes.
Total Salaries:	\$32,961	increased FTE's to reflect projected costs
Total Benefits:	\$17,141	slight increase in benefits to reflect projected costs
Total Personnel Expenses:	\$50,102	
Case Management		decreased by .02% in this budget to reflect projected time
Clerical		reduced clerical budget significantly to reflect costs from FY14-15

II. OPERATING EXPENSES		List all Operating Expense line items. Identify and explain any increase, decrease, or newly listed line item.
	\$0	
	\$0	
	\$0	
	\$0	
	\$0	
	\$0	
	\$0	
	\$0	
	\$0	
	\$0	
Total Operating Expenses:	\$0	

III. CAPITAL EXPENSES		List all Capital Expense line items. Identify and explain any newly listed Capital Expense. Include County/City Capital Expenses Justification Form.
Total Capital Expenses:	0	None

IV. INDIRECT EXPENSES		
A. Internal @ 10	\$5,010	adjusted to calculated department rate (% of personnel)
B. External @ 15	\$12,526	adjusted to calculated department rate (% of personnel)
Total Indirect Expenses:	\$17,536	

V. OTHER EXPENSES		List all Other Expense line items. Identify and explain increased, decreased, or newly listed line items. Include County/City Other Expenses Justification Form.
	\$0	
Total Other Expenses:	\$0	

Budget Grand Total	\$67,638
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CHDP Administrative Budget Summary for FY 2015-16

County/City Match

County/City Name: Mono

Category/Line Item	1 Total Budget (2 + 3)	2 Enhanced County/City/Federal (25/75)	3 Nonenhanced County/City/Federal (50/50)
I. Total Personnel Expenses	\$26,936	\$6,058	\$20,878
II. Total Operating Expenses			
III. Total Capital Expenses			
IV. Total Indirect Expenses	\$6,734		\$6,734
V. Total Other Expenses			
Budget Grand Total	\$33,670	\$6,058	\$27,612

Source of Funds	1 Total Funds	2 Enhanced County/Federal (25/75)	3 Nonenhanced County/Federal (50/50)
County Funds	\$15,320	\$1,514	\$13,806
Federal Funds (Title XIX)	\$18,350	\$4,544	\$13,806

Prepared By (Signature) *Patricia M. Lee* Date prepared 12/11/2015
 Phone Number 760-932-5587 Email Address pmcgee@mono.ca.gov

CHDP Director/Deputy Director (Signature) *William B. Berger* Date 12/11/2015
 Phone Number 760-924-1841 Email Address dbitzberger@mono.ca.gov

Column	1A % or FTE	1B Annual Salary	1 Total Budget (1A x 1B or 2 + 3)	2A % or FTE	2 Enhanced County/City/Federal (25/75)	3A % or FTE	3 Nonenhanced County/City/Federal (50/50)
I. Personnel Expenses							
1. Diann Bitzberger, Deputy Director	3%	\$76,635	\$2,299	85%	\$1,954	15%	\$345
2. Diann Bitzberger, Case Manager	3%	\$76,635	\$2,299	85%	\$1,954	15%	\$345
3. Olivia Moreno, CHOS	0%	\$66,723	\$0				\$0
4. Sandra Pearce, Director of Nursing	3%	\$88,000	\$2,640				\$2,640
5. Dr. Richard Johnson	0%	\$232,960	\$0				\$0
6. Lynda Salcido	4%	\$132,204	\$5,288				\$5,288
7. Patricia McGee, Fiscal Administrator	3%	\$65,466	\$1,954				\$1,954
8. Maria Gonzalez	3%	\$54,732	\$1,642				\$1,642
9. Nancy Cruz-Garcia	3%	\$41,520	\$1,246				\$1,246
10.			\$17,378		\$3,908		\$13,469
Total Salaries and Wages							
Less Salary Savings							
Net Salaries and Wages							
Staff Benefits (Specify %)			\$9,558		\$2,150		\$7,408
I. Total Personnel Expenses			\$26,936		\$6,058		\$20,878
II. Operating Expenses							
1. Travel							
2. Training							
II. Total Operating Expenses							
III. Capital Expenses							
1. Office							
III. Total Capital Expenses							
IV. Indirect Expenses							
1. Internal (Specify %)	10.00%		\$2,694				\$2,694
2. External (Specify %)	15.00%		\$4,040				\$4,040
IV. Total Indirect Expenses			\$6,734				\$6,734
V. Other Expenses							
1.							
V. Total Other Expenses			\$33,669		\$6,058		\$27,611
Budget Grand Total							

Prepared By (Signature) *Patricia M. ...* Date Prepared 12/11/15
 Phone Number 760-932-5587 Email Address pmc@dhcs@mono.ca.gov
 CHPD Director or Deputy Director (Signature) *David B. ...* Date 12/11/15
 Phone Number 760-924-1841 Email Address dbitzberger@mono.ca.gov

Foster Care Administrative Budget Summary

County/City Match
 County/Title XIX Federal Funds
 Fiscal Year 2015-16

County/City Name: Mono County

Category/Line Item	1 Total Budget (2 + 3)	2 Enhanced County/City/Federal (25/75)	3 Nonenhanced County/City/Federal (50/50)
I. Total Personnel Expense	\$1,765	\$988	\$777
II. Total Operating Expense	\$0		
III. Total Capital Expense			
IV. Total Indirect Expense	\$441		\$441
V. Total Other Expense			
Budget Grand Total	\$2,206	\$988	\$1,218

Source of Funds	1 Total Funds	2 Enhanced County- City/Federal (25/75)	3 Nonenhanced County- City/Federal (50/50)
County/City Funds	\$856	\$247	\$609
Federal Funds (Title XIX)	\$1,350	\$741	\$609
Budget Grand Total	\$2,206		

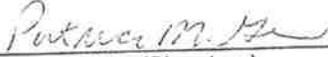
Source County-City Funds: Realignment

Prepared By (Signature) *Patricia M. Lee* Date Prepared 12/11/2015 Phone Number 760-932-5587 Email Address pmcgee@mono.ca.gov
 CHDP Director or Deputy *Diana O'Connell* Date 12/11/2015 Phone Number 760-924-1841 Email Address dbitzberger@mono.ca.gov
 Director (Signature)

**Foster Care Administrative Budget Worksheet
County-City/Federal Match
County/Title XIX Federal Funds
Fiscal Year 2015-16**

County/City Name:

Column	1A	1B	1	2A	2	3A	3
Category/Line Item	% or FTE	Annual Salary	Total Budget (1A x 1B or 2 + 3)	% or FTE	Enhanced County-City/Federal (25/75)	% or FTE	Nonenhanced County-City/Federal (50/50)
I. Personnel Expenses							
1. Diann Bitzberger	1.50%	\$76,635	\$1,148	56%	\$643	44%	\$505
2.							
3.							
4.							
5.							
Total Salaries and Wages			\$1,148		\$643		\$505
Less Salary Savings							
Net Salaries and Wages			\$1,148		\$643		\$505
Staff Benefits (Specify %) 53.75%			\$617		\$346		\$272
I. Total Personnel Expenses			\$1,765		\$988		\$777
II. Operating Expenses							
1. Travel							
2. Training							
II. Total Operating Expenses							
III. Capital Expenses							
1.							
2.							
III. Total Capital Expenses							
IV. Indirect Expenses							
1. Internal (Specify %) 25.00%			\$441				\$441
2. External							
IV. Total Indirect Expenses			\$441				\$441
V. Other Expenses							
1.							
2.							
V. Total Other Expenses							
Budget Grand Total			\$2,206		\$988		\$1,218

	12/11/15	760-932-5587	pmcgee@mono.ca.gov
Prepared By (Signature)	Date Prepared	Phone Number	Email Address
	12/11/15	760-924-1841	dbitzberger@mono.ca.gov
CHDP Director or Deputy Director (Signature)	Date	Phone Number	Email Address

HCPFCFCA Administrative Budget Summary
Fiscal Year 2015-16

County/City Name: Mono County

Category/Line Item	1 Total Budget (2 + 3)	2 Enhanced State/Federal (25/75)	3 Nonenhanced State/Federal (50/50)
I. Total Personnel Expenses	\$4,124	\$2,309	\$1,815
II. Total Operating Expenses			
III. Total Capital Expenses	\$1,031		\$1,031
IV. Total Indirect Expenses			
V. Total Other Expenses	\$5,155	\$2,309	\$2,846
Budget Grand Total			

Source of Funds	1 Total Funds	2 Enhanced State/Federal (25/75)	3 Nonenhanced State/Federal (50/50)
State Funds	\$2,000	\$577	\$1,423
Federal Funds (Title XIX)	\$3,155	\$1,732	\$1,423
Budget Grand Total	\$5,155		

Prepared By (Signature) *Patricia M. ...* Date Prepared 12/11/2015 Phone Number 760-932-5587 Email Address pmcges@mono.ca.gov

CHDP Director or Deputy Director (Signature) *Debra ...* Date 12/11/2015 Phone Number 760-924-1841 Email Address dbitzberger@mono.ca.gov

**HPCFC Administrative Budget Worksheet
Fiscal Year 2015-16**

County/City Name: **Mono County**

Column	1A	1B	1	2A	2	3A	3
Category/Line Item	% or FTE	Annual Salary	Total Budget (1A x 1B or 2 + 3)	% or FTE	Enhanced State/Federal (25/75)	% or FTE	Nonenhanced State/Federal (50/50)
I. Personnel Expenses							
1. Diann Bitzberger, Foster Care PHN	3.50%	\$76,635	\$2,682	56%	\$1,502	44%	\$1,180
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.			\$2,682		\$1,502		\$1,180
Total Salaries and Wages			\$2,682		\$1,502		\$1,180
Less Salary Savings							
Net Salaries and Wages					\$807		\$634
Staff Benefits (Specify %)	53.75%		\$1,442		\$2,309		\$1,815
I. Total Personnel Expenses			\$4,124		\$2,309		\$1,815
II. Operating Expenses							
1. Travel							
2. Training							
II. Total Operating Expenses							
III. Capital Expenses							
1.							
2.							
III. Total Capital Expenses							
IV. Indirect Expenses			\$1,031				\$1,031
1. Internal (Specify %)	25.00%						
2. External							
IV. Total Indirect Expenses							
V. Other Expenses							
1.							
2.							
V. Total Other Expenses			\$5,155		\$2,309		\$2,846
Budget Grand Total			\$5,155		\$2,309		\$2,846

Patricia M. Hill
Prepared By (Signature)

12/11/2015 760-932-5587 pmcgee@mono.ca.gov
Date prepared Phone Number Email Address

Diann Bitzberger RN
CHDP Director or Deputy Director (Signature)

12/11/2015 760-924-1842 dbitzberger@mono.ca.gov
Date Phone Number Email Address

**HPCFC
Mono County
Budget Narrative
Fiscal Year 2015-16**

I. PERSONNEL EXPENSES		Identify and explain any changes in Personnel including FTE percentage changes.
Total Salaries:	\$2,682	reduced to reflect actual time spent in FY14-15
Total Benefits:	\$1,442	reduced to reflect actual time spent in FY14-15
Total Personnel Expenses:	\$4,124	

II. OPERATING EXPENSES		List all Operating Expense line items. Identify and explain any increase, decrease, or newly listed line item.
Travel	\$0	
Training	\$0	
Total Operating Expenses:	\$0	

III. CAPITAL EXPENSES		List all Capital Expense line items. Identify and explain any newly listed Capital Expense. Include County/City Capital Expenses Justification Form.
Total Capital Expenses:		

IV. INDIRECT EXPENSES		
A. Internal		
B. External	\$963	adjusted to reflect department rate
Total Indirect Expenses:	\$963	

V. OTHER EXPENSES		List all Other Expense line items. Identify and explain increased, decreased, or newly listed line items. Include County/City Other Expenses Justification Form.
Total Other Expenses:	\$0	

Budget Grand Total	\$5,087
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CCS Administrative Budget Summary

Fiscal Year: **Quarter 1 / 2015-16**

County: **Mono**

CCS CASELOAD	Actual Caseload	Percent of Total CCS Caseload
STRAIGHT CCS -		
Total Cases of Open (Active) Straight CCS Children	9	11.39%
OTLICP -		
Total Cases of Open (Active) OTLICP Children	14	17.72%
Total Cases of Open (Active) Medi-Cal (Sub-OTLICP) Children	56	70.69%
TOTAL CCS CASELOAD	79	100%

Category/Line Item	OTLICP						Medi-Cal (non-OTLICP) (Column 4 = Columns 5 + 6)
	Col 1 = Col 2+3+4	2	3	3A	3B	4	
Total Budget							
I. Total Personnel Expense	26,682	4,179	5,501	2,000	4,501	26,003	6,000
II. Total Operating Expense	510	90	0	7	63	392	30
III. Total Capital Expense	0	0	0	0	0	0	0
IV. Total Indirect Expense	9,170	1,045	1,625	1,625	1,625	6,500	6,500
V. Total Other Expense	2,900	285	463	2,000	443	1,772	1,772
Budget Grand Total	48,852	5,567	8,059	2,000	6,652	34,637	8,020

Source of Funds	OTLICP						Medi-Cal (non-OTLICP) (Column 4 = Columns 5 + 6)
	Col 1 = Col 2+3+4	2	3	3A	3B	4	
Total Budget							
State	2,783	2,783					
County	2,784	2,784					
State	1,415	1,415	1,415	251	1,164		
County	1,415	1,415	1,415	251	1,164		
Federal (Title XXI)	5,629	5,629	5,629	1,505	4,324		
Medi-Cal							
State	15,312					15,312	2,008
Federal (Title XIX)	19,325					19,325	6,022

Prepared By (Signature): *Patricia McGee* Patricia McGee
 Prepared By (Printed Name): Patricia McGee
 CCS Administrator (Signature): *Debra Gitzberger* Debra Gitzberger
 CCS Administrator (Printed Name): Debra Gitzberger
 Email Address: patmcgee@mono.ca.gov
 Email Address: dgitzberger@mono.ca.gov

CCS CASELOAD	Actual Caseload of Total CCS	Percent of Total CCS
Total Cases of Open (Active) Straight CCS Children	9	11.39%
OTLCP - Total Cases of Open (Active) OTLCP Children	14	17.72%
MEDI-CAL - Total Cases of Open (Active) Medi-Cal (non-OTLCP) Children	56	70.89%
TOTAL CCS CASELOAD	79	100%

CCS Administrative Budget Worksheet

Fiscal Year: Quarter 1 / 2016-16

County: Monro

Column	Straight CCS							Optional Targeted Low Income Children's Program (OTLCP)							Medi-Cal (Non-OTLCP)						
	1	2	3	4A	4	5A	6	6B	6C	6D	6E	6A	6	7A	7	8A	8				
Category/Line Item	% FTE	Annual Salary	Total Budget (1 x 2 or 4 + 6 + 8 + 7)	CaseLoad %	Straight CCS County/State (80/80)	CaseLoad %	Optional Targeted Low Income Children's Program (OTLCP) Co/State/Fed	Enhanced % FTE	Enhanced OTLCP State/Federal (12.6/12.6/76)	Non-Enhanced % FTE	Non-Enhanced OTLCP State/Federal (17.8/17.8/66)	CaseLoad %	Medi-Cal State/Federal	Enhanced % FTE	Enhanced Medi-Cal State/Federal (28/78)	Non-Enhanced % FTE	Non-Enhanced Medi-Cal State/Federal (90/80)				
I. Personnel Expense																					
Program Administration																					
1. Dime Blizbarger, CCS Administrator	3.75%	76,535	2,874	11.39%	327	17.72%	509	0.00%	509	100.00%	509	70.89%	2,037			100.00%	2,037				
Subtotal		76,535	2,874		327		509		509		509		2,037				2,037				
Medical Case Management																					
1. Dime Blizbarger, CCS Case Manager	10.00%	76,535	7,664	11.39%	873	17.72%	1,358	95.00%	1,280	5.00%	88	70.89%	5,433	95.00%	5,161	5.00%	272				
Subtotal		76,535	7,664		873		1,358		1,280		88		5,433		5,161		272				
Other Health Care Professionals																					
1. Lynde Salcido, Director of Public Health	0.50%	132,204	681	11.39%	75	17.72%	117	0.00%	0	50.00%	117	70.89%	469	0.00%	0	100.00%	469				
2. Sandra Pearce, Director of PH Nursing	0.50%	88,000	440	11.39%	50	17.72%	78	0.00%	0	50.00%	78	70.89%	312	0.00%	0	100.00%	312				
Subtotal		220,204	1,101		125		195		0		195		781		0		781				
Ancillary Support																					
1. Okia Wilson, CCS Coordinator	18.75%	58,723	11,011	11.39%	1,354	17.72%	1,951		1,951	100.00%	1,951	70.89%	7,805			100.00%	7,805				
Subtotal		58,723	11,011		1,354		1,951		1,951		1,951		7,805				7,805				
Clerical and Claims Support																					
1. Patricia McGee, CCS Fiscal Agent	0.50%	65,466	327	11.39%	37	17.72%	58	0.00%	0	100.00%	58	70.89%	232	0.00%	0	100.00%	232				
2. Maria Gonzalez, Clerical/Interpreter	0.50%	54,732	274	11.39%	31	17.72%	49	0.00%	0	100.00%	49	70.89%	184	0.00%	0	100.00%	184				
3. Nancy Cruz Garcia, Clerical/Interpreter	1.00%	41,520	415	11.39%	47	17.72%	74	0.00%	0	100.00%	74	70.89%	284	0.00%	0	100.00%	284				
Subtotal		161,718	1,016		115		181		0		181		729		0		729				
Total Salaries and Wages		25,656	2,686	11.39%	2,686	17.72%	4,194	30.76%	1,230	69.24%	2,964	70.89%	16,776	30.76%	5,161	69.24%	11,615				
Staff Benefits (Fidelity %)	55.00%	13,016	1,483	11.39%	2,307	17.72%	2,307		710		1,597	70.89%	9,227		2,639		6,388				
Total Personnel Expense		38,682	4,179	11.39%	6,501	17.72%	6,501		2,000		4,501	70.89%	26,003		8,000		18,003				

CCS CASELOAD	Actual Caseload	Percent of Total CCS Caseload
STRAIGHT CCS -		
Total Cases of Open (Active) Straight CCS Children	9	11.38%
OTLIPC -		
Total Cases of Open (Active) OTLIPC Children	14	17.72%
MEDI-CAL -		
Total Cases of Open (Active) Medi-Cal (non-OTLIPC) Children	56	70.89%
TOTAL CCS CASELOAD	79	100%

CCS Administrative Budget Summary

Fiscal Year: Quarter 2, 3, & 4 / 2015-16

County: Mono

Column	Col 1 = Col 2+3+4		Medi-Cal (non-OTLIPC) (Column 4 = Columns 5 + 6)	
	1	2	3	4
Category/Line Item	Total Budget	Straight CCS County/State (\$050)	Optional Targeted Low Income Children's Program (OTLIPC) Co/State/Fed (6,018,088) -Q2, Q3, Q4	Medi-Cal State/Federal (2575)
I. Total Personnel Expense	110,044	12,536	19,502	78,005
II. Total Operating Expense	1,530	175	271	1,084
III. Total Capital Expense	0	0	0	88
IV. Total Indirect Expense	27,511	3,135	4,875	19,501
V. Total Other Expense	7,500	864	1,329	5,316
Budget Grand Total	146,585	16,700	25,977	103,906
				23,997
				54,008
				998
				0
				19,501
				5,316
				24,085
				79,871

Column	Col 1 = Col 2+3+4		Medi-Cal (non-OTLIPC) (Column 4 = Columns 5 + 6)	
	1	2	3	4
Source of Funds	Total Budget	Straight CCS County/State (\$050)	Optional Targeted Low Income Children's Program (OTLIPC) Co/State/Fed (6,018,088) -Q2, Q3, Q4	Medi-Cal State/Federal (2575)
Straight CCS				
State	8,350	8,350		
County	8,350	8,350		
OTLIPC				
State	1,559		1,559	
County	1,559		1,559	
Federal (Title XXI)	22,859		22,859	
Medi-Cal				
State	45,932			45,932
Federal (Title XIX)	57,974			57,974
				8,021
				18,064
				39,911
				39,910

Prepared By (Signature) *Patricia McGee* Prepared By (Printed Name) Patricia McGee
 Email Address: pmcgee@mono.ca.gov
 CCS Administrator (Signature) *Diann Blizberg* CCS Administrator (Printed Name) Diann Blizberg
 Email Address: dblizberg@mono.ca.gov

CCS CASELOAD	Actual Caseload	Percent of Total CCS
Total Cases of Open (Active) Straight CCS Children	9	11.39%
OTLUCP	14	17.72%
Total Cases of Open (Active) OTLUCP Children	56	70.89%
MEDI-CAL - Total Cases of Open (Active) Medi-Cal (OSP-OTLUCP) Children	79	100%
TOTAL CCS CASELOAD		

CCS Administrative Budget Worksheet

Fiscal Year: Quarter 1 / 2015-16
 County: Mono

Column	Straight CCS				Optional Targeted Low Income Children's Program (OTLUCP)						Medi-Cal (Non-OTLUCP)						
	1	2	3	4A	4	5A	5	5B	5C	5D	5E	6A	6	7A	7	8A	8
Category/Line Item	% FTE	Annual Safety	Total Budget (1+2 or 4+5+6+7)	Caseload %	Straight CCS Count/Rate (80/90)	Caseload %	Optional Targeted Low Income Children's Program (OTLUCP) Co-States/Ref	Enhanced % FTE	Enhanced OTLUCP State/Federal (12,512,578)	Non-Enhanced % FTE	Non-Enhanced OTLUCP State/Federal (17,817,858)	Caseload %	Medi-Cal State/Federal	Enhanced % FTE	Enhanced Medi-Cal State/Federal (2675)	Non-Enhanced % FTE	Non-Enhanced Medi-Cal State/Federal (80/90)
II. Operating Expense																	
1. Travel			135	11.39%	15	17.72%	24	30.76%	7	69.24%	17	70.89%	96	30.76%	30	69.24%	65
2. Training			0	11.39%	0	17.72%	0	30.76%	0	69.24%	0	70.89%	0	30.76%	0	69.24%	0
3. Communications			75	11.39%	9	17.72%	13		13	100.00%	13	70.89%	53			100.00%	53
4. Office			300	11.39%	54	17.72%	53		53	100.00%	53	70.89%	213			100.00%	213
II. Total Operating Expense			510		50		90		7		83		302		30		332
III. Capital Expense			0		0		0		0		0		0		0		0
1.			0	11.39%	0	17.72%	0		0		0		0		0		0
III. Total Capital Expense			0		0		0		0		0		0		0		0
IV. Indirect Expense																	
1. Internal	10.00%		3,688	11.39%	410	17.72%	650		650	100.00%	650	70.89%	2,600			100.00%	2,600
2. External	15.00%		5,502	11.39%	627	17.72%	975		975	100.00%	975	70.89%	3,900			100.00%	3,900
IV. Total Indirect Expense			9,190		1,037		1,625		1,625		1,625		6,500				6,500
V. Other Expense																	
1. Maintenance & Transportation			2,500	11.39%	285	17.72%	443		443	100.00%	443	70.89%	1,772			100.00%	1,772
V. Total Other Expense			2,500		285		443		443		443		1,772				1,772
Budget Grand Total			48,882		5,687		8,658		2,007		6,652		34,837		8,030		26,007

760-832-5587
Phone Number

12/16/2015
Date Prepared

Patricia McCre
Prepared By (Printed Name)

18/18/15
Date Signed

760-924-1841
Phone Number

12/16/15
Date Signed

Patricia McCre
CCS Administrator (Printed Name)

Patricia McCre
CCS Administrator (Signature)

Column	1	2	3	4A	4	5A	5	5B	5C	5D	5E	6A	6	7A	7	8A	8
CGS CASELOAD	Actual Caseoad	Percent of Total CCS															
Total Cases of Open (Active) Straight CCS Children	9	11.39%															
OTLCP - Total Cases of Open (Active) OTLCP Children	14	17.72%															
MEDI-CAL - Total Cases of Open (Active) Medi-Cal (Open-OTLCP) Children	56	70.89%															
TOTAL CCS CASELOAD	79	100%															

CCS Administrative Budget Worksheet

Fiscal Year: Quarter 1 / 2015-16

County: Mono

Column	Optional Targeted Low Income Children's Program (OTLCP)																
	1	2	3	4A	4	5A	5	5B	5C	5D	5E	6A	6	7A	7	8A	8
I. Personnel Expense																	
Program Administration																	
1. Diane Blabarger, CCS Administrator	3.75%	76,635	2,874	11.39%	327	17.72%	509	509		100.00%	509	70.89%	2,037			100.00%	2,037
Subtotal		76,635	2,874		327		509				509		2,037				
Medical Case Management																	
1. Diane Blabarger, CCS Case Manager	10.00%	76,635	7,664	11.39%	873	17.72%	1,358	85.00%	1,250	5.00%	68	70.89%	5,433	85.00%	5,181	5.00%	272
Subtotal		76,635	7,664		873		1,358		1,250		68		5,433		5,181		272
Other Health Care Professionals																	
1. Lynda Saucedo, Director of Public Health	0.50%	132,204	661	11.39%	75	17.72%	117	0.00%	0	50.00%	117	70.89%	469	0.00%	0	100.00%	469
2. Sandra Peters, Director of PH Nursing	0.50%	38,000	440	11.39%	50	17.72%	73	0.00%	0	50.00%	73	70.89%	312	0.00%	0	100.00%	312
Subtotal		220,204	1,101		125		185		0		195		761		0		761
Auxiliary Support																	
1. Orkis Wilson, CCS Coordinator	18.75%	58,723	11,011	11.39%	1,254	17.72%	1,951			100.00%	1,951	70.89%	7,805			100.00%	7,805
Subtotal		58,723	11,011		1,254		1,951				1,951		7,805				7,805
Clinical and Claims Support																	
1. Patricia McGea, CCS Fiscal Agent	0.50%	85,406	327	11.39%	37	17.72%	56	0.00%	0	100.00%	56	70.89%	232	0.00%	0	100.00%	232
2. Maria Gonzalez, Clinical/Interpreter	0.50%	54,732	274	11.39%	31	17.72%	49	0.00%	0	100.00%	49	70.89%	194	0.00%	0	100.00%	194
3. Nancy Cruz Garcia, Clinical/Interpreter	1.00%	41,520	415	11.39%	47	17.72%	74	0.00%	0	100.00%	74	70.89%	284	0.00%	0	100.00%	284
Subtotal		161,718	1,016		115		181		0		181		720		0		720
Total Salaries and Wages			23,866	11.39%	2,095	17.72%	4,184	30.76%	1,290	69.24%	2,904	70.89%	16,778	30.76%	5,181	89.24%	11,615
Staff Benefits (Specify %)			13,016	11.39%	1,483	17.72%	2,307		710		1,597	70.89%	9,227		2,439		5,300
I. Total Personnel Expense			36,882	11.39%	4,178	17.72%	6,501		2,000		4,501	70.89%	26,003		8,000		18,003

CCS CASELOAD	Actual Caseload	Percent of Total CCS
Total Cases of Open (Active) Straight CCS Children	9	11.39%
Total Cases of Open (Active) OTLCP Children	14	17.72%
MEDI-CAL - Total Cases of Open (Active) Medi-Cal (OTLCP) Children	55	70.89%
TOTAL CCS CASELOAD	79	100%

CCS Administrative Budget Worksheet

Fiscal Year: inter 2, 3, & 4 / 201

County: Mono

Column	Straight CCS		Optional Targeted Low Income Children's Program (OTLCP)				Medi-Cal (Non-OTLCP)						
	1	2	3	4A	4	5A	5	6A	6	7A	7	8A	8
Category/Line Item	% FTE	Annual Salary	Total Budget (1 x 2 or 4 + 5 + 6 + 7)	Caseload % County/State (50/50)	Straight CCS County/State Rate (50/50)	Caseload %	Optional Targeted Low Income Children's Program (OTLCP) Co/State/Fed	Caseload %	Medi-Cal State/Federal	Enhanced % FTE	Enhanced Medi-Cal State/Federal (25/75)	Non-Enhanced % FTE	Non-Enhanced Medi-Cal State/Federal (90/10)
I. Personnel Expense													
Program Administration													
1. Diane Blitzberger, CCS Administrator	11.25%	79,835	8,621	11.39%	982	17.72%	1,528	70.89%	5,111	100.00%	6,111	100.00%	6,111
Subtotal		79,835	8,621		982		1,528		5,111		6,111		6,111
Medical Case Management													
1. Dianne Blitzberger, CCS Case Manager	30.00%	76,835	22,981	11.39%	2,819	17.72%	4,074	70.89%	16,297	95.00%	15,482	5.00%	815
Subtotal		76,835	22,981		2,819		4,074		16,297		15,482		815
Other Health Care Professionals													
1. Lynda Salcido, Director of Public Health	1.50%	132,204	1,983	11.39%	228	17.72%	351	70.89%	1,406	0.00%	0	100.00%	1,406
2. Sandra Pearce, Director of PH Nuraling	1.50%	86,000	1,320	11.39%	150	17.72%	234	70.89%	936	0.00%	0	100.00%	936
Subtotal		220,204	3,303		378		585		2,342		0		2,342
Ancillary Support													
1. Olivia Wilson, CCS Coordinator	66.25%	56,723	33,032	11.39%	3,783	17.72%	5,854	70.89%	23,415			100.00%	23,415
Subtotal		56,723	33,032		3,783		5,854		23,415				23,415
Clerical and Claims Support													
1. Patricia McGee, CCS Fiscal Agent	1.50%	85,466	982	11.39%	112	17.72%	174	70.89%	696	0.00%	0	100.00%	696
2. Maria Gonzalez, Clerical/Interpreter	1.50%	54,732	821	11.39%	94	17.72%	145	70.89%	582	0.00%	0	100.00%	582
3. Nancy Cruz Garcia, Clerical/Interpreter	3.00%	41,520	1,246	11.39%	142	17.72%	221	70.89%	883	0.00%	0	100.00%	883
Subtotal		181,718	3,049		348		540		2,161		0		2,161
Total Salaries and Wages													
Staff Benefits (Specify %)													
55.00%													
I. Total Personnel Expense													
			110,044	11.39%	12,539	17.72%	19,502	70.89%	78,005		23,997		54,008

CCS CASELOAD	Actual Caseload	Percent of Total CCS
Total Cases of Open (Active) Straight CCS Children	9	11.39%
Total Cases of Open (Active) OTLCP Children	14	17.72%
MEDI-CAL - Total Cases of Open (Active) Medi-Cal (non-OTLCP) Children	56	70.89%
TOTAL CCS CASELOAD	79	100%

CCS Administrative Budget Worksheet

Fiscal Year: inter 2, 3, & 4 / 201

County: Mono

Category/Line Item	Straight CCS		Optional Targeted Low Income Children's Program (OTLCP)		Medi-Cal (Non-OTLCP)						
	4A	4	5A	5	6	7A	7	8			
1. Travel	405	11.39%	45	17.72%	72	70.89%	287	30.76%	88	69.24%	199
2. Training	0	11.39%	0	17.72%	0	70.89%	0	30.76%	0	69.24%	0
3. Communications	226	11.39%	26	17.72%	40	70.89%	159	100.00%	159	100.00%	159
4. Office	500	11.39%	103	17.72%	159	70.89%	638	100.00%	638	100.00%	638
II. Total Operating Expense	1,500		175		271		1,084		88		895
III. Capital Expense											
1.		11.39%	0	17.72%	0	70.89%	0	0	0	0	0
III. Total Capital Expense	0		0		0		0		0		0
IV. Indirect Expense											
1. Internal	11,004	11.39%	1,254	17.72%	1,650	70.89%	7,800	100.00%	7,800	100.00%	7,800
2. External	16,507	11.39%	1,881	17.72%	2,925	70.89%	11,701	100.00%	11,701	100.00%	11,701
IV. Total Indirect Expense	27,511		3,135		4,575		19,501		19,501		19,501
V. Other Expense											
1. Maintenance & Transportation	7,500	11.39%	854	17.72%	1,329	70.89%	5,316	100.00%	5,316	100.00%	5,316
V. Total Other Expense	7,500		854		1,329		5,316		5,316		5,316
Budget Grand Total	146,685		16,700		26,977		103,905		24,085		79,021

Prepared By (Signature): *Patricia McGee* Date Prepare: 12/15/2015
 Prepared By (Printed Name): Patricia McGee Phone Number: 760-932-5587
 Prepared By (Signature): *Diane Blazberger* Date Prepare: 12/15/2015
 Prepared By (Printed Name): Diane Blazberger Phone Number: 760-924-1841
 Prepared By (Signature): _____ Date Prepare: _____
 Prepared By (Printed Name): _____ Phone Number: _____



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

Departments: Community Development

TIME REQUIRED

SUBJECT Walker Basin Restoration Program
Grant Award

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Acceptance of National Fish and Wildlife Foundation (NFWF) grant agreement for a "California Environmental Quality Act (CEQA) Analysis of Water Transfers" associated with the Walker Basin Restoration Program.

RECOMMENDED ACTION:

Approve and authorize the CAO's signature on the attached National Fish and Wildlife Foundation (NFWF) grant agreement to fund a "California Environmental Quality Act (CEQA) Analysis of Water Transfers" associated with the Walker Basin Restoration Program.

FISCAL IMPACT:

Minimal impact to General Fund. Of the total \$470,517.04 grant award, approximately \$80,000 has been programmed to cover costs of county staff time on the project.

CONTACT NAME: Scott Burns

PHONE/EMAIL: 760.924.1807 / sburns@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
staff report
Grant Agreement
Attachment

History

Time	Who	Approval
2/3/2016 5:42 PM	County Administrative Office	Yes
2/1/2016 5:18 PM	County Counsel	Yes
2/3/2016 2:07 PM	Finance	Yes

Mono County Community Development Department

P.O. Box 347
Mammoth Lakes, CA 93546
(760) 924-1800, fax 924-1801
www.monocounty.ca.gov

P.O. Box 8
Bridgeport, CA 93517
(760) 932-5420, fax 932-5431
www.monocounty.ca.gov

February 11, 2016

TO: Honorable Chair and Members of the Board of Supervisors

FROM: Brent Calloway, Associate Analyst
Megan Mahaffey, Accountant
Scott Burns, Director

RE: WALKER BASIN RESTORATION PROGRAM GRANT AWARD

RECOMMENDATION

Authorize the CAO's signature on the attached National Fish and Wildlife Foundation (NFWF) grant agreement for funding "California Environmental Quality Act (CEQA) Analysis of Water Transfers" associated with the Walker Basin Restoration Program.

FISCAL IMPACT

Minimal impact to General Fund. Of the total \$470,517.04 grant award, approximately \$80,000 has been programmed to cover costs of county staff time on the project.

DISCUSSION

As authorized by the Board of Supervisors in June (see attached June 16, 2015 Staff Report), a grant application was submitted and has since been approved by NFWF to fund a CEQA analysis for developing policies and procedures via a General Plan amendment for reviewing future water transactions related to the Walker Basin Restoration Program. While the intent is to collect and analyze all information necessary for the County to determine if and how participation in the program may be possible, at this time the County is not committing to participation in or the extent of participation in the program. That decision will be made by Mono County Board of Supervisors based upon consideration of policy options, information and findings of the Environmental Impact Report (EIR) for CEQA compliance, and community interests or concerns.

The General Plan amendment will be prepared in concert with the environmental analysis, using the EIR, including potential alternatives and mitigation measures, to advise policy development. The intent is to reflect EIR outcomes in the policy and implementation measures of the potential General Plan amendment. An adaptive management strategy is anticipated, with pilot transactions and detailed hydrologic and other monitoring data informing policy implementation and water transaction decisions. The bulk of the funding will be expended on the CEQA analysis (EIR) by environmental consultants under contract with Mono County.

Please call Scott Burns at 924-1807 if you have questions regarding this matter.

ATTACHMENT

NFWF Grant Agreement
June 16, 2015 Staff Report

**NATIONAL FISH AND WILDLIFE FOUNDATION
GRANT AGREEMENT**

PROJECT: 0202.15.049226 (California Environmental Quality Act Analysis of Water Transfers)

PROPOSAL ID: 49226

NFWF RECIPIENT: County of Mono California

RECIPIENT TYPE: State or Local Government

PERIOD OF PERFORMANCE: August 1, 2015 to June 30, 2018

PROJECT DESCRIPTION: Prepare a California Environmental Quality Act analysis of water transfers related to Walker Lake restoration, participate in a pilot water transaction project, and amend the Mono County General Plan to address Walker Basin Restoration Program water transfers.

NFWF AWARD: \$470,517.04

FUNDING SOURCE

U.S. Bureau of Reclamation (FC.A036)

CFDA NUMBER

15.508

NON-FEDERAL MATCH REQUIREMENT: N/A

FEDERAL MATCH REQUIREMENT: N/A

The National Fish and Wildlife Foundation (NFWF) agrees to provide the NFWF Award to the NFWF Recipient for the purposes of satisfactorily performing the Project described in a full proposal titled "California Environmental Quality Act Analysis of Water Transfers" and incorporated into this grant agreement by reference. Project must be completed, with all NFWF funds and matching contributions spent, during the Period of Performance as set forth above.

NFWF RECIPIENT CONTACT INFORMATION

Recipient Name: Scott Burns
Recipient Address: P.O. Box 347
Mammoth Lakes, CA 93546
Recipient Phone: 760-924-1807
Recipient Email: sburns@mono.ca.gov

NFWF CONTACT INFORMATION

NFWF Grants Administrator: Selina March
NFWF Address: 1133 Fifteenth Street, NW
Suite 1100
Washington, DC 20005
NFWF Phone: 202-857-0166
NFWF Fax: 202-857-0162
NFWF Email: Selina.March@nfwf.org

NFWF PROCESS

Matching Contributions.

Matching Contributions consist of cash, contributed goods and services, volunteer hours, and/or property raised and spent for the Project. Matching Contributions for the purposes of this Project must meet the following three criteria: 1) Matching Contributions must be non-federal in nature and not presented as match to any other federal program(s); 2) Matching Contributions must be committed directly to the Project and must be used within the Period of Performance as identified on page 1 of this grant agreement; and 3) Matching Contributions must be voluntary in nature. Funds presented for fulfillment of mitigation, restitution, or other permit or court-ordered settlements are not eligible.

Documentation of Matching Contributions.

1. Cash, Goods and Services, and/or Property. The NFWF Recipient must report to NFWF as a part of the final report, the Matching Contributions received by the NFWF Recipient and expended in connection with the Project. The match report must include the name and address and contribution amount of any donor who contributes \$500 or more to the Project. Fair market value of donated goods and services, including volunteer hours, shall be computed as outlined in the OMB Circulars.
2. Property. The NFWF Recipient may have a third party donor submit a letter to NFWF, documenting the fair market value and date of a Matching Contribution and stating that the donation is non-Federal, voluntary, and intended to qualify as a Matching Contribution. A letter provided to document a donation of real property must be accompanied by an appraisal by a certified appraiser; a letter provided to document rental of equipment or space must list three comparable rentals in the location of the Project.

The NFWF Recipient must retain detailed time records for contributed services and original receipts and appraisals of real property and comparable rentals for other contributed property at its place of business in the event of an audit of the NFWF Recipient as required by applicable Federal regulations.

Restrictions on Use of Funds.

No Funds provided by NFWF pursuant to this grant agreement or Matching Contributions may be used to support overhead/indirect costs, litigation expenses, lobbying activities, terrorist activities, or activities in violation of the Foreign Corrupt Practices Act.

Payment of Funds.

To be eligible to receive funds, NFWF Recipient must 1) return to NFWF an original executed copy of the grant agreement for the Project; 2) submit any due financial and programmatic reports; and 3) submit a complete and accurate payment request. NFWF Recipient may request funds by submitting a Payment Request via Easygrants. In the event that submission of a Payment Request via Easygrants is not possible, NFWF Recipient may arrange with their NFWF Grants Administrator to submit the Payment Request via alternate means. NFWF Recipient may request advance payment of funds prior to expenditure provided that 1) NFWF Recipient demonstrates an immediate need for advance payment; and 2) NFWF Recipient documents expenditure of advanced funds on the next payment request and/or required financial report to NFWF. Approval of any advance payment of funds is made at the sole discretion of NFWF, based on an assessment of the NFWF Recipient's needs. In all other

cases, funds are disbursed on a reimbursable basis. NFWF reserves the right to retain up to ten percent (10%) of funds until submission and acceptance of the final reports.

Interim Programmatic Reports.

The NFWF Recipient will submit an interim programmatic report to NFWF based on the reporting schedule below. The interim programmatic report shall consist of written statements of Project accomplishments since Project initiation, or since the last reporting period, and shall be uploaded via NFWF's Easygrants system.

Annual Financial Report.

An annual financial report detailing cumulative receipts and expenditures made under this Project is required annually, due on October 31st of each year of the grant term. In the annual financial report, the NFWF Recipient must report the amount of NFWF Funds expended during NFWF's fiscal year (October 1 – September 30). The NFWF Recipient must enter a justification when there is a difference between the amount disbursed by NFWF and the amount expended by the grantee. Failure to submit an annual financial report in a timely manner will delay payment of submitted payment requests.

Final Reports.

No later than 90 days after the completion of the Project, the NFWF Recipient will submit 1) a final financial report accounting for all Project receipts, Project expenditures, and budget variances (if any) compared to the approved budget; 2) a final programmatic report summarizing and evaluating the accomplishments achieved during the Period of Performance; 3) a representative number of photographs depicting the Project; and 4) copies of any publications, press releases and other appropriate products resulting from the Project. The final reports should be uploaded via NFWF's Easygrants system. Any requests for extensions of the final report submission date must be made in writing to the NFWF Grants Administrator and approved by NFWF in advance.

Reporting Due Dates.

August 1, 2016	Interim Programmatic Report
October 31, 2016	Annual Financial Report
August 1, 2017	Interim Programmatic Report
October 31, 2017	Annual Financial Report
September 30, 2018	Final Financial Report
September 30, 2018	Final Programmatic Report

Amendments.

During the life of the Project, the NFWF Recipient is required to inform the NFWF Grants Administrator of any changes in contact information or in the Project scope of work, as well as any difficulties in completing the Project by the end of the Period of Performance, or in submitting reports by their due dates. If the NFWF Recipient determines that the amount of the budget is going to change in any one budget category by an amount that exceeds 10% of the Award, the NFWF Recipient must seek approval from the Grants Administrator. Amendment requests should be initiated by the NFWF Recipient upon determination of a deviation from the original grant agreement. However, NFWF may initiate the amendment if NFWF determines an amendment is necessary. Amendment requests are to be submitted via NFWF's Easygrants system.

Termination.

Failure by the NFWF Recipient to comply with any material term of this grant agreement shall be deemed to be a default in this grant agreement and constitute cause for NFWF to terminate this grant agreement by written notice to the NFWF Recipient and to pursue any legal remedy to which NFWF may be entitled.

The NFWF Recipient may terminate this grant agreement by written notice to NFWF. In the event of termination of this grant agreement prior to Project completion, the NFWF Recipient shall immediately (unless otherwise directed by NFWF in its notice if NFWF initiated the termination) undertake all reasonable steps to wind down the Project cooperatively with NFWF, including but not limited to the following:

- a. Stop any portion of the Project's work that is incomplete (unless work to be completed and a different date for termination of work are specified in NFWF's notice).
- b. Place no further work orders or enter into any further subawards or subcontracts for materials, services or facilities, except as necessary to complete work as specified in NFWF's notice.
- c. Terminate all pending Project work orders, subawards, and subcontracts for work that has not yet commenced.
- d. With the prior written consent of NFWF, promptly take all other reasonable and feasible steps to minimize and/or mitigate any damages that may be caused by the failure to complete the Project, including but not limited to reasonable settlements of any outstanding claims arising out of termination of Project work orders, subawards, and subcontracts.
- e. Deliver or make available to NFWF all data, drawings, specifications, reports, estimates, summaries, and such other information and material as may have been accumulated by the NFWF Recipient under this grant agreement, whether completed or in progress.
- f. Return to NFWF any unobligated portion of the Award.

REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS

GENERAL

Binding Obligation.

This grant agreement has been duly executed by a representative of the NFWF Recipient with full authority to execute this grant agreement and bind the NFWF Recipient to the terms hereof. After execution by the representative of the NFWF Recipient named on the signature page hereto, this grant agreement will represent the legal, valid, and binding obligation of the NFWF Recipient, enforceable against the NFWF Recipient in accordance with its terms.

Assignment; Subawards and Subcontracts.

The NFWF Recipient may not assign this grant agreement, in whole or in part, to any other individual or other legal entity without the prior written approval of NFWF. The NFWF Recipient may not provide subawards nor enter into subcontracts without the prior written approval of NFWF. Subawards and subcontracts with known parties disclosed in the proposal budget are deemed to be approved.

Unexpended Funds.

Any funds provided by NFWF and held by the NFWF Recipient and not expended at the end of the Period of Performance will be returned to NFWF within ninety (90) days after the end of the Period of Performance.

Additional Support.

In making this Award, NFWF assumes no obligation to provide further funding or support to the NFWF Recipient beyond the terms stated in this grant agreement.

Publicity and Acknowledgement of Support.

The NFWF Recipient agrees to give appropriate credit to NFWF and any Funding Sources identified in this grant agreement for their financial support in any and all press releases, publications, annual reports, signage, video credits, dedications, and other public communications regarding this grant agreement or any of the project deliverables associated with this grant agreement. The NFWF Recipient must obtain prior NFWF approval for the use of the NFWF logo or the logo of any Funding Source on any public information releases concerning this Award.

Posting of Final Reports.

The NFWF Recipient gives NFWF the right and authority to publicize NFWF's financial support for this grant agreement and the Project in press releases, publications and other public communications. The NFWF Recipient hereby acknowledges its consent for NFWF and any Funding Source identified in this grant agreement to post its final reports on their respective websites. In the event that the NFWF Recipient intends to claim that its final report contains material that does not have to be posted on such websites because it is protected from disclosure by statutory or regulatory provisions, the NFWF Recipient shall so notify NFWF and any Funding Source identified in this grant agreement and

clearly mark all such potentially protected materials as “PROTECTED,” providing an accurate and complete citation to the statutory or regulatory source for such protection.

Website Links.

The NFWF Recipient agrees to permit NFWF to post a link on any or all of NFWF’s websites to any websites created by the NFWF Recipient in connection with the Project.

Evaluation.

The NFWF Recipient agrees to cooperate with NFWF by providing timely responses to all reasonable requests for information to assist in evaluating the accomplishments of the Project for a period of five (5) years after the date on which the final financial and programmatic reports are provided.

Arbitration.

All claims, disputes, and other matters in question arising out of, or relating to this grant agreement, its interpretation or breach, shall be decided through arbitration by a person or persons mutually acceptable to both NFWF and the NFWF Recipient. Notice of the demand for arbitration shall be made within a reasonable time after the claim, dispute, or other matter in question has arisen. The award rendered by the arbitrator or arbitrators shall be final. The terms of this provision will survive termination of this grant agreement.

Indemnity.

The NFWF Recipient shall indemnify and hold harmless NFWF, any Funding Source identified in this grant agreement, their respective officers, directors, agents, and employees in respect of any and all claims, injuries, losses, diminution in value, damages, liabilities, whether or not currently due, and expenses including without limitation, settlement costs and any legal or other expenses for investigating or defending any actions or threatened actions arising from or in connection with the Project. The terms of this provision will survive termination of this grant agreement.

Choice of Law/Jurisdiction.

This grant agreement shall be subject to and interpreted by the laws of the District of Columbia, without regard to choice of law principles. By entering into this grant agreement, the NFWF Recipient agrees to submit to the jurisdiction of the courts of the District of Columbia. The terms of this provision will survive termination of this grant agreement.

Compliance with Laws.

In conducting its activities relating to the Project, the NFWF Recipient agrees to conduct all such activities in compliance with all applicable Federal, State, and local laws, regulations, and ordinances and to secure all appropriate necessary public or private permits and consents. The terms of this provision will survive termination of this grant agreement.

Insurance.

The NFWF Recipient agrees to obtain and maintain all appropriate insurance against liability for injury to persons or property from any and all activities undertaken by the NFWF Recipient and associated with this Award in any way. The terms of this provision will survive termination of this grant agreement.

REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS RELATING TO FEDERAL FUNDS

The NFWF Recipient must read and understand certain Federal regulations, including but not limited to, those identified below which may be located on the Internet at www.whitehouse.gov/omb/circulars/index.html. If a NFWF Recipient does not have access to the Internet, it should ask its NFWF Grants Administrator for copies. Many Federal agencies have agency-specific regulations that govern the issuance of awards and subawards with their funds; it is the obligation of the NFWF Recipient to review and comply with any such regulations issued by its Federal agency Funding Source(s).

If the NFWF Recipient is a non-profit organization, it will need to understand and comply with (i) OMB Circular A-110 “Uniform Administrative Requirements for Grants and Agreements With Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations” and, (ii) depending on what kind of organization it is, either (a) OMB Circular A-21 “Cost Principles for Educational Institutions” or (b) OMB Circular A-122 “Cost Principles for Non-Profit Organizations,” in addition to other applicable Federal regulations.

If the NFWF Recipient is a State, Local or Tribal Government, it will need to understand and comply with OMB Circulars A-102 “Grants and Cooperative Agreements with State and Local Governments” and A-87 “Cost Principles for State, Local, and Indian Tribal Governments,” in addition to other applicable Federal regulations.

A-133 Audits.

If the NFWF Recipient is any type of U.S. organization and it expends an aggregate of \$500,000 or more from all Federal sources in a fiscal year, it is subject to a special kind of audit as detailed in OMB Circular A-133 “Audits of States, Local Governments, and Non-Profit Organizations,” which it will need to understand and comply with, in addition to other applicable Federal regulations.

Interest.

Any interest earned in any one year on Federal funds advanced to the NFWF Recipient that exceeds \$250 must be reported to NFWF, and the disposition of those funds negotiated with NFWF.

Subcontractor Lobbying.

The NFWF Recipient agrees, to the best of his or her knowledge and belief, that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- c. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Subcontractor Debarment and Suspensions.

The NFWF Recipient shall enter into no contract or subcontract using Federal funds provided by NFWF with any party listed on the General Services Administration's Lists of Parties Excluded from Federal Procurement or Nonprocurement Programs in accordance with Executive Orders 12549 and 12689 (Debarment and Suspension).

Disclaimers.

Payments made to the NFWF Recipient under this grant agreement do not by direct reference or implication convey NFWF's endorsement nor the endorsement by any other entity that provides funds to the NFWF Recipient through this grant agreement, including the U.S. Government, for the Project. All information submitted for publication or other public releases of information regarding this grant agreement shall carry the following disclaimer:

"The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the U.S. Government or the National Fish and Wildlife Foundation. Mention of trade names or commercial products does not constitute their endorsement by the U.S. Government or the National Fish and Wildlife Foundation."

Davis-Bacon Act.

If applicable to the Project, the NFWF Recipient shall be subject to the provisions of the Davis-Bacon Act (40 U.S.C. 276a to a-7) as supplemented by Department of Labor regulations (29 CFR part 5, "Labor Standards Provision Applicable to Contracts Governing Federally Financed and Assisted Construction").

Copeland “Anti-Kickback Act”.

If applicable to the Project, the NFWF Recipient shall be subject to the provisions of the Copeland “Anti-Kickback Act” (18 U.S.C. 874 and 40 U.S.C. 276c) as supplemented by Department of Labor regulations (29 CFR part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”).

Rights to Inventions.

If applicable to the Project, the NFWF Recipient shall abide by the provisions of 37 CFR Part 401 (Rights to Inventions Made by Non-Profit Organizations and Small Business Firms Under Government Grants, Contracts, and Cooperative Agreements) and any implementing regulations issued by the Federal agency(ies) that provide funds for this grant agreement.

ADDITIONAL TERMS

Clean Air Act and Federal Water Pollution Control Act.

The NFWF Recipient agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 et seq.).

Pilot Program for Enhancement of Recipient and Subrecipient Employee Whistleblower Protection

41 United States Code (U.S.C.) 4712, Pilot Program for Enhancement of Recipient and Subrecipient Employee Whistleblower Protection: This requirement applies to all awards issued after July 1, 2013 and shall be in effect until January 1, 2017.

- a) This award and related subawards and contracts over the simplified acquisition threshold and all employees working on this award and related subawards and contracts over the simplified acquisition threshold are subject to the whistleblower rights and remedies in the pilot program on award recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (P.L. 112-239).
- b) Recipients, and their subrecipients and contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 U.S.C. 4712.
- c) The recipient shall insert this clause, including this paragraph (c), in all subawards and contracts over the simplified acquisition threshold related to this award.

Trafficking in persons.

The NFWF Recipient may not engage in severe forms of trafficking in persons during the period of time that the award is in effect; procure a commercial sex act during the period of time that the award is in effect; or use forced labor in the performance of the award or subawards under the award. The NFWF Recipient must include the requirements of the Prohibition Statement below in any subaward the NFWF Recipient makes to a private entity. The term “private entity” means any entity other than a

State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR 175.25 and includes: (1) A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe in 2 CFR 175.25(b); (2) A for-profit organization.

Prohibition Statement: You, your employees, subrecipients under this award, and subrecipients' employees may not engage in severe forms of trafficking in persons during the period of time that the award is in effect; procure a commercial sex act during the period of time that the award is in effect; or use forced labor in the performance of the award or subawards under the award.

Permitting.

In the event NFWF becomes aware that the NFWF Recipient is operating without the necessary permits, either because NFWF Recipient's activities are inconsistent with the necessary permits, or because the necessary permits have expired, NFWF will provide written notice to NFWF Recipient and suspend any current or future payments until such time as the activities and permits are back in compliance. NFWF will not be responsible to pay for activities undertaken while the NFWF Recipient was not in compliance with the necessary permits and licenses.

SIGNATURES

IN WITNESS WHEREOF, the parties have executed this grant agreement, intending to be bound legally.

National Fish and Wildlife Foundation

Eric Schwabb
Vice President, Conservation Programs

(Date)

County of Mono California

(Signature)

(Name and Title)

(Date)

Mono County Community Development Department

P.O. Box 347
Mammoth Lakes, CA 93546
(760) 924-1800, fax 924-1801
www.monocounty.ca.gov

P.O. Box 8
Bridgeport, CA 93517
(760) 932-5420, fax 932-5431
www.monocounty.ca.gov

June 16, 2015

TO: Honorable Chair and Members of the Board of Supervisors

FROM: Brent Calloway, Associate Analyst
Stacey Simon, Assistant County Counsel
Scott Burns, Director

RE: WALKER BASIN RESTORATION PROGRAM GRANT

RECOMMENDATION

Authorize submittal of grant application, and provide any desired direction to staff.

FISCAL IMPACT

Minimal impact to general fund, as county staff time will be reimbursed through grant funds.

DISCUSSION

The purpose of this item is to consider pursuing potential grant funding for developing policies and procedures via a General Plan amendment for reviewing future water transactions related to the Walker Basin Restoration Program. In 2012 the National Fish and Wildlife Foundation (NFWF) and Mono County signed a Memorandum of Understanding to move forward with exploration of expanding the Walker Basin water transaction program into California. Grant funding is available from NFWF to cover the costs for Mono County to consider steps towards implementation of a transaction program. While the intent of this effort is to collect and analyze all information necessary for the County to determine if and how participation in the program may be possible, at this time the County is not committing to participation in or the extent of participation in the program. That decision will be made by Mono County Board of Supervisors based upon consideration of policy options, findings of the EIR and community interests or concerns.

In September 2014 the Mono County Resource Conservation District presented a Feasibility Assessment for participation in the Program to the Board of Supervisors. The Feasibility Assessment provided a significant amount of general information, and also identified information gaps and outstanding questions necessary to fully understand potential impacts of the program. The Feasibility Assessment may serve as the initial study portion of a CEQA analysis, allowing the County to proceed directly to an EIR. If determined necessary, the requirements under the National Environmental Policy Act (NEPA) will also be addressed concurrently with the EIR.

The General Plan amendment would be prepared in concert with the environmental analysis, using the EIR, including potential alternatives and mitigation measures, to advise policy development. The intent is to reflect EIR outcomes in the policy and implementation measures of the potential General Plan amendment. An adaptive management strategy is anticipated, with pilot transactions and detailed

hydrologic and other monitoring data informing policy implementation and water transaction decisions. The initial step will be to determine how existing policy applies to water transactions – if a transaction was to occur now, how would it be handled? County policy would then be clarified to address EIR findings and community interests, and provide a clear process for completion of a water transaction consistent with general plan policy and applicable regulation. Proposed policy amendments would be processed concurrently with the EIR.

The attached conceptual work program summarizes the process and general costs that would be proposed to NFWF for funding. If so directed, the work program will be refined with staff detail and submitted for NFWF funding consideration.

Please call Brent Calloway at 924-1803 or Scott Burns at 924-1807 if you have questions regarding this matter.

ATTACHMENT
Proposed Work Program

***CEQA Analysis and County Policy Development Related to
Water Right Transactions in Mono County, CA***

PROPOSED WORK PLAN

The intent of this effort is to:

1. prepare an Environmental Impact Report (EIR) assessing the effects of participation in the water transactions component of the Walker Basin Restoration Program on various resources within Mono County;

and, if feasible,

2. participate in a pilot water transaction project, in close cooperation with NFWF and the California Water Resources Control Board (SWRCB), to develop relevant hydrologic information concurrently with the EIR, including comprehensive monitoring;

and, if feasible,

3. amend Mono County General Plan policy to accommodate participation in the program consistent with EIR mitigation strategies, with an emphasis on adaptive management/permitting based upon comprehensive monitoring and pilot transactions informing future transaction decisions,

In 2012 NFWF and Mono County signed a Memorandum of Understanding to move forward with exploration of expanding the water transaction program into California. This effort is a result of the County's collaboration with NFWF as they consider steps towards implementation of a transaction program. While the intent of this effort is to collect and analyze all information necessary for the County to determine if and how participation in the program may be possible, at this time the County is not committing to participation in or the extent of participation in the program. That decision will be made by Mono County Board of Supervisors based upon findings of the EIR and community interests or concerns.

In September 2014 the Mono County Resource Conservation District presented a Feasibility Assessment of participation in the Program to the Board of Supervisors. The Feasibility Assessment provided a significant amount of general information, and also identified information gaps and outstanding questions necessary to fully understand potential impacts of the program. The Feasibility Assessment may serve as the initial study portion of a CEQA analysis, allowing the County to proceed directly to an EIR. If determined necessary, the requirements under the National Environmental Policy Act (NEPA) will also be addressed concurrently with the EIR.

The General Plan amendment would be prepared in concert with the environmental analysis, using the EIR, including potential alternatives and mitigation measures, to advise policy development. The intent is to reflect EIR outcomes in the policy and implementation measures of the General Plan amendment. An adaptive management strategy is anticipated, with pilot transactions and detailed hydrologic and

other monitoring data informing policy implementation and water transaction decisions. The initial step will be to determine how existing policy applies to water transactions – if a transaction was to occur now, how would it be handled? County policy would then be clarified to address EIR findings and community interests, and provide a clear process for completion of a water transaction consistent with general plan policy and applicable regulation. Proposed policy amendments would be concurrent with and covered by the EIR.

Items that may require additional attention and study include:

- Hydrogeology and groundwater interaction with surface irrigation water.
- Irrigation reduction impacts on vegetation productivity and composition, and related visual impacts.
- Drought impacts, including potential evaporative losses and alternatives Approaches to groundwater protection during water transactions, including consideration of County responsibilities under the 2014 Sustainable Groundwater Management Act.
- Identification of wetlands of critical importance, and natural wetlands vs. irrigation induced wetlands.
- Agricultural conversion assessment and mitigation
- Vegetation, including rare and endangered plant surveys
- Wildlife assessment, with particular attention to the bi-state population of the greater sage grouse and the ESA
- Recreation impact analysis, potentially including instream flow studies to assess impacts to fishery values in some potential transfer areas
- Economic feasibility of cost-based mitigation strategies (such as compensation to impacted parties). Actions that may trigger NEPA would be addressed and coordinated with applicable federal agencies, which will most likely be Bureau of Reclamation

General approach

A multi-disciplinary environmental planning firm specializing in water policy will be solicited for the project. Regional specialists/consultants will also be sought to work with the multi-disciplinary firm, as appropriate, to build upon recent or on-going research within the watershed, such as USGS, UNR, DRI, and local botanists.

County staff will play a large role in this project, including oversight of the consulting firm and significant outreach to communities and stakeholders. Existing forums such as the Mono County Planning Commission, Collaborative Planning Team, and Antelope Valley and Bridgeport Regional Planning Advisory Committees would be used, in addition to targeted consultation with area ranchers. Local water purveyors such as the Bridgeport Public Utility District and Antelope Valley Water Company would be specifically invited to participate in policy discussions. State and regional agencies would be contacted early and often, including the Lahontan RWQCB, Great Basin APCD, Mono County RCD and California DFW. Ongoing Mono County collaborations with federal agencies such as the BLM, USFS, NRCS and USFWS will be brought in to address applicable issues, such as impacts to sage grouse

The geographic scale is the entire Walker Lake watershed within Mono County, although the primary focus will be on irrigated ground and along the stream corridors in the East and West Walker River systems.

The timeframe is expected to be two to three years to accommodate necessary research and data collection, including pilot studies through the SWRCB if feasible.

The scope will include all potential surface water transactions, including short-term and permanent leasing and sales of storage and decree direct diversion rights. Groundwater leasing and sales will not be considered.

Detailed Activities

Please note that many tasks will occur concurrently.

Task 1

Develop and distribute RFP for environmental planning firm. Structure RFP to allow for innovative approaches to the EIR.

Select Environmental Planning Firm, with review and input from NFWF. Collect existing information on topics to be considered and determine what additional information may be needed. Work closely with agency and organizational partners to determine the best approach for obtaining needed information, be it through partners or the Environmental Planning Firm. With input and review from NFWF, develop a clear plan for the Firm to proceed.

(County Staff)

Task 2

Support Environmental Planning Firm as they proceed with EIR according to agreed-upon approach. The Firm and County Staff determine where existing information is sufficient, and where additional research is needed. Environmental Planning Consultant initiates field studies and performs research. Specific studies may include:

- Rare Plant Survey, with emphasis on fringe areas of valleys/meadows and riparian corridors, including seasonal canals/ditches. This will supplement the recent work conducted for the County General Plan Update EIR, with a focus on areas potentially impacted by water transactions. (\$50,000)
- Wildlife Assessment, with specific attention to sage grouse habitat (wet meadows, leks and brood-rearing areas). Past wildlife assessments will be reviewed and updated, as needed, and resources will focus on filling information gaps. This effort will be coordinated with concurrent efforts of Mono County as it continues to participate on the Local Area Working Group in implementing and monitoring the Bi-State Action Plan (\$30,000)
- Visual Analysis, including simulations of visual appearance of altered landscapes/valleys (\$15,000)
- Economic Study, assessing impacts to local economy, businesses, agricultural interests and government services (\$40,000)

- Hydrology, coordinated with existing efforts underway, in the form of peer review and/or collaborator with current studies, with supplemental focus on current drought effects and greenhouse gas analysis (\$30,000); this work item anticipates that tasks and costs for the detailed hydrologic analysis will be handled through a separate scope of work.
- Land Use Analysis, addressing potential agricultural conversion, community land use effects, and recreational impacts and mitigations (\$20,000)

(Environmental Planning Firm and County Staff)

Task 3

Assess the current status of County policy related to water transactions – how a water transaction would be handled under current policy – to determine potential issues, opportunities and constraints, and areas for amendment. *(County Staff and Environmental Planning Firm)*

Task 4

Conduct outreach to community through existing forums such as the Mono County Planning Commission, Collaborative Planning Team, Antelope Valley and Bridgeport Regional Planning Advisory Committees, Bridgeport Public Utility District and Antelope Valley Mutual Water Company, in addition to targeted consultation with area ranchers. This outreach will serve to both educate the public on the County's consideration of participation in Water Transactions, as well as inform the County on potential interests or points of concern from water users and the general public. *(County Staff with support from Environmental Planning Firm)*

Task 5

Support ongoing complementary efforts, including trial transactions, groundwater modeling, vegetation research, wetland delineation, and sage grouse habitat use identification. *(County Staff and Environmental Planning Firm)*

Task 6

Assist Environmental Planning Firm in consolidating all information, and identifying issue areas to be addressed in revisions to the general plan. Develop suggested alternatives for revisions to the County General Plan. The existing County CEQA advisor will assist to ensure compatibility/consistency with new County General Plan EIR, including alternatives and mitigation strategies, and local CEQA policies & practices *(County Staff and Environmental Planning Firm)*

Task 7

Based on alternatives identified in Task 6, draft and conduct extensive public and agency outreach on proposed General Plan policy adjustment. Refine and prepare preferred alternative General Plan Amendment. Finalize the Administrative Draft EIR. *(County Staff and Environmental Planning Firm)*

Task 8

Present EIR and proposed General Plan revisions to the Planning Commission for recommendation and to the Board of Supervisors for EIR certification and consideration of General Plan Amendment. *(County Staff with support from Environmental Planning Firm)*

Timeline

	2015			2016				2017				2018	
	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2
Task 1	X	X											
Task 2		X	X	X	X	X	X	X	X	X			
Task 3	X	X	X										
Task 4		X	X	X	X	X	X	X	X	X			
Task 5	X	X	X	X	X	X	X	X	X	X			
Task 6							X	X	X	X			
Task 7									X	X	X	X	
Task 8												X	X

Tentative Not-to-Exceed Budget

Please note that the budget presented below is an estimate based on consultations with Planning Firms, and expected County expenses over the three-year timeframe. No formal proposal has yet been sought from Environmental Planning Firms, and no specific plan or approach to CEQA analysis is prepared. As such, we are presenting this estimate as a “Not-To-Exceed” budget, but actual costs and line-item totals may vary during implementation.

Environmental planning firm to address all CEQA standard EIR requirements - \$190,000

Potential special study costs - \$185,000

County CEQA advisor/consultant to ensure compatibility/consistency with new County General Plan EIR, including alternatives and mitigation strategies, and local CEQA policies & practices - \$15,000

County Staff, including travel and operational requirements - \$80,500.

Staff duties include: oversight of consulting team; management of grant and budget; regular outreach to community, Board of Supervisors, Planning Commission, and multiple agencies; general plan research and analysis; coordination of effort with on-going planning activities, including Bi-State Local Area Working Group, CASGEM, RPACs and Collaborative Planning Team; mapping and GIS assistance; files, permits and records research; regular meetings with consultants; coordination with and research by counsel on legal issues; review of draft sections of reports and EIR, including administrative draft, public review draft and responding to comments in Final EIR; assist in developing and reviewing mitigation monitoring plans; scheduling of Board and Commission meetings and hearings; preparation of staff reports and presentations, including the general plan amendment and certification of the EIR; interactions with NFWF and its representatives throughout the process; posting of updates on County web page, sending agendas and updates to RPACs and other groups; and assisting in outreach to landowners and agencies.

Total Estimate \$470,500

Summary Budget (additional detail below)

County Personnel	Hourly Rate	Estimated Hours	Total Cost
Compliance Specialist	\$45.00	79	3,555
Associate Analyst - Lead	\$42.49	355	15,084
Associate Analyst	\$46.36	210	9,736
Principal Planner	\$54.45	150	8,168
Accountant	\$51.15	37	1,893
Director	\$81.24	230	18,685
Assistant County Council	\$120.00	130	15,600
County Travel Activities	Mileage & Lodging Rates		
Round trip driving to Sacramento, Reno, and within the Walker Basin	\$0.575	3,478	2,000
5 nights lodging	\$100.00	5	500
Incidental meals	\$35.00	8	280
Related Expenses	Estimated Costs		
Printing & Communications	\$5,000		5,000
Total County Expenses			80,500
Consultants	Subtotals	Estimated Contract Amount	Total Cost
Environmental Planning Firm		\$ 375,000	\$ 375,000
<i>Oversight, planning, basic CEQA analysis (including public scoping, administrative draft, public review draft, and final EIR, including monitoring plan), consultation with agencies and partners, report integration with general plan amendment, etc ...</i>	\$190,000		
<i>Rare Plant Survey</i>	\$50,000		
<i>Wildlife Assessment</i>	\$30,000		
<i>Visual Analysis</i>	\$15,000		
<i>Economic Study</i>	\$40,000		
<i>Hydrology / drought / climate change</i>	\$30,000		
<i>Land Use Analysis</i>	\$20,000		
County General Plan CEQA advisor		\$ 15,000	\$ 15,000
Total Consultant Expenses			\$ 390,000
TOTAL BUDGET			\$ 470,500



**OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS**

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

Departments: Sheriff-Coroner

TIME REQUIRED

SUBJECT Allocation Change from Lieutenant I
to Lieutenant II

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Proposed resolution #R16-___ authorizing the County Administrative Officer to amend the County of Mono list of allocated positions to eliminate one Lieutenant I position and allocate one Lieutenant II position in the Sheriff's office.

RECOMMENDED ACTION:

Adopt proposed resolution #R16-___. Provide any desired direction to staff.

FISCAL IMPACT:

\$6,713 offset by current salary savings

CONTACT NAME: Ingrid Braun

PHONE/EMAIL: 760-932-7549 / ibraun@monosheriff.org

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
Resolution

History

Time

Who

Approval

2/2/2016 3:00 PM	County Administrative Office	Yes
2/2/2016 4:25 PM	County Counsel	Yes
2/4/2016 8:30 AM	Finance	Yes



P.O. Box 616 • 49 BRYANT STREET • BRIDGEPORT, CA 93517 • (760) 932-7549 • WWW.MONOSHERIFF.ORG

DATE: February 9, 2016
TO: The Honorable Board of Supervisors
FROM: Ingrid Braun, Sheriff-Coroner
SUBJECT: Request for an Allocation Change from Lieutenant I to Lieutenant II

RECOMMENDATION:

Modify the Sheriff's Office personnel allocation list to replace the existing Lieutenant I position with a Lieutenant II position.

HISTORY:

In Fiscal Year (FY) 11-12, the Sheriff's Office was allocated two Lieutenant II positions and no Lieutenant I positions. In FY 12-13, one of the Lieutenant II positions was eliminated after a retirement, and the workload was absorbed by one Lieutenant II position. In December 2013, the Lieutenant II was promoted to Undersheriff, and in January 2013, then Sergeant Phil West was promoted to Lieutenant I. In FY 13-14, the Sheriff's Office was allocated one Lieutenant I position and no Lieutenant II positions, and that has remained our allocation to date.

DISCUSSION:

Lieutenant West has been doing the work of two lieutenants for three years. His work product and work ethic have been exemplary, and he should be recognized with a promotion to Lieutenant II.

FINANCIAL IMPACT:

The increased cost (Salary \$4,668 / Benefits \$2,045) for the remainder of the fiscal year totals \$6,713. The cost increase is calculated for the remaining 6 pay periods (February 1 – July 1, 2016). The impact of the increase on subsequent fiscal years is estimated to be roughly \$9,800 per year. The Sheriff's Office has adequate salary savings from unfilled, yet allocated, Deputy Sheriff positions. These savings are sufficient to cover the cost of the allocation change.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "IB" with a flourish.

Ingrid Braun
Sheriff-Coroner



RESOLUTION NO. R16-___

A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS AUTHORIZING THE COUNTY ADMINISTRATIVE OFFICER TO AMEND THE COUNTY OF MONO LIST OF ALLOCATED POSITIONS TO ELIMINATE ONE LIEUTENANT I POSITION AND ALLOCATE ONE LIEUTENANT II POSITION IN THE SHERIFF'S OFFICE

WHEREAS, it is important for the County of Mono to maintain an accurate, current listing, of County Job Classifications, the pay ranges or rates for those job classifications, and the number of positions allocated by the Board of Supervisors for each of those job classifications; and

WHEREAS, it is important to for the County to pay close attention to providing public services in the most economical manner which is reasonably possible and this includes meeting public services needs as expeditiously as possible; and

WHEREAS, it is currently necessary to adopt an amended Allocation List of Authorized Positions as part of maintaining proper accountability for hiring employees to perform public services; and

WHEREAS, the List of Allocated Positions, is a vital official record in establishing the Job Classifications and the number of positions authorized for each County Department; identifying approved vacancies for recruitment and selection by Human Resources; determining authorized employee pay rates; and recognizing implementation of collective bargaining agreements related to job classifications and pay rates;

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO RESOLVES AS FOLLOWS:

1. The County Administrative Officer is authorized to amend the County of Mono List of Allocated Positions to reflect the following changes:
 - a. Eliminate one LIEUTENANT I position allocated to the Sheriff's Office.
 - b. Allocate one LIEUTENANT II position to the Sheriff's Office.

PASSED AND ADOPTED this 1st day of March, 2016 by the following vote:

AYES :
NOES :
ABSTAIN :
ABSENT :

ATTEST: _____
Clerk of the Board

Fred Stump, Chair
Board of Supervisors

APPROVED AS TO FORM:

COUNTY COUNSEL



**OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS**

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

Departments: Sheriff-Coroner

TIME REQUIRED

SUBJECT Hiring Freeze Variance Request

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Effective March 1, 2016, the Sheriff's Office Administrative Services Specialist / Finance Officer accepted a position with the Public Health Department. This position is an essential function of the daily operations of the Sheriff's Office, and we do not have any other administrative personnel who can assume the responsibilities of this position. I am requesting that the Mono County Sheriff's Office be allowed to fill this vacant position immediately. This will minimize the impact to daily operations and to ensure that finances and budgeting continue to be managed properly.

RECOMMENDED ACTION:

Approve a variance of the hiring freeze to allow the Mono County Sheriff's Office to recruit and hire one Administrative Services Specialist / Finance Officer.

FISCAL IMPACT:

This is an allocated position for which there is sufficient appropriation in the 2015/16 Budget. The maximum impact to the general fund would be \$33,521 (four months \$18,168 in salary and \$15,353 in benefits) if the position were to be filled at Step 69B. If the position were to be filled at Step 69A, there would be salary savings of \$549 (\$392 in salary and \$157 in benefits).

CONTACT NAME: Ingrid Braun

PHONE/EMAIL: 760-932-7549 / ibraun@monosheriff.org

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

 [Staff Report](#)

History

Time	Who	Approval
2/2/2016 2:51 PM	County Administrative Office	Yes
2/2/2016 5:32 PM	County Counsel	Yes
2/4/2016 8:25 AM	Finance	Yes



MONO COUNTY
SHERIFF 

P.O. Box 616 • 49 BRYANT STREET • BRIDGEPORT, CA 93517 • (760) 932-7549 • WWW.MONOSHERIFF.ORG

DATE: February 9, 2016
TO: The Honorable Board of Supervisors
FROM: Ingrid Braun, Sheriff-Coroner
SUBJECT: Hiring Freeze Variance Request

RECOMMENDATION:

Approve a variance of the hiring freeze to allow the Mono County Sheriff's Office to recruit and hire one Administrative Services Specialist / Finance Officer.

DISCUSSION:

Effective March 1, 2016, our Administrative Services Specialist / Finance Officer accepted a position with the Public Health Department. This position is an essential function of the daily operations of the Sheriff's Office, and we do not have any other administrative personnel who can assume the responsibilities of this position.

I am requesting that the Mono County Sheriff's Office be allowed to fill this vacant position immediately. This will minimize the impact to daily operations and to ensure that finances and budgeting continue to be managed properly.

FINANCIAL IMPACT:

The Sheriff's Office does not anticipate this position being filled prior to March 1, 2016. This is an allocated position for which there is sufficient appropriation in the 2015/16 Budget. The maximum impact to the general fund would be \$33,521 (four months \$18,168 in salary and \$15,353 in benefits) if the position were to be filled at Step 69B. If the position were to be filled at Step 69A, there would be salary savings of \$549 (\$392 in salary and \$157 in benefits).

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'IB', is written over a light blue horizontal line.

Ingrid Braun
Sheriff-Coroner



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

Departments: Treasurer-Tax Collector

TIME REQUIRED

SUBJECT Ordinance Delegating Investment
Authority

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Proposed ordinance delegating investment authority to the County Treasurer.

RECOMMENDED ACTION:

Adopt proposed ordinance.

FISCAL IMPACT:

None.

CONTACT NAME:

PHONE/EMAIL: /

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[Staff Report](#)

[Proposed Ordinance](#)

History

Time

2/3/2016 5:44 PM

Who

County Administrative Office

Approval

Yes

2/3/2016 5:14 PM

County Counsel

Yes

2/4/2016 8:30 AM

Finance

Yes



DEPARTMENT OF FINANCE

COUNTY OF MONO

Gerald Frank
Assistant Finance Director
Treasurer-Tax Collector

Leslie L. Chapman, CPA
Finance Director

Stephanie Butters
Assistant Finance Director
Auditor-Controller

P.O. Box 495
Bridgeport, California 93517
(760) 932-5480
Fax (760) 932-5481

P.O. Box 556
Bridgeport, California 93517
(760) 932-5490
Fax (760) 932-5491

To: Honorable Board of Supervisors

From: Leslie Chapman, Gerald Frank

Date: February 2, 2016

Subject:

Ordinance to Delegate Investment Authority

Recommendation:

Adopt Ordinance of the Mono County Board of Supervisors Delegating Investment Authority to the County Treasurer.

Background:

On February 2, 2016 the Board of Supervisors introduced, read title, and waived further reading of proposed ordinance delegating investment authority to the County Treasurer. This ordinance is on the agenda today for approval.

Pursuant to Government Code §53607, “The authority of the legislative body to invest or to reinvest funds of a local agency, or to sell or exchange securities so purchased, may be delegated for a one-year period by the legislative body to the treasurer of the local agency, who shall thereafter assume full responsibility for those transactions until the delegation of authority is revoked or expires, and shall make a monthly report of those transactions to the legislative body. Subject to review, the legislative body may renew the delegation of authority pursuant to this section each year.”

Pursuant to Government Code §27000.1, “Subject to Section 53607, the board of supervisors may, by ordinance, delegate to the county treasurer the authority to invest or reinvest the funds of the county and the funds of other depositors in the county treasury, pursuant to Chapter 4 (commencing with Section 53600) of Part 1 of Division 2 of Title 5. The county treasurer shall thereafter assume full responsibility for those transactions until the board of supervisors either revokes its delegation of authority, by ordinance, or decides not to renew the annual delegation, as provided in Section 53607. Nothing in this section shall limit the county treasurer's authority pursuant to Section 53635 or 53684.

Pursuant to Government Code §26980, Mono County has created the office of director of finance, which is consolidated with the office of county treasurer (see Mono County Code Chapter 2.14). Accordingly, such delegation would be a delegation to the Director of Finance, as county treasurer.

Fiscal Impact:

None



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ORDINANCE NO. R16-

**AN ORDINANCE OF THE MONO COUNTY BOARD OF SUPERVISORS
DELEGATING INVESTMENT AUTHORITY TO THE COUNTY TREASURER**

WHEREAS, Government Code Sections 53607 and 27000.1 authorize the Board of Supervisors to delegate to the County Treasurer the authority to invest or reinvest the funds of the County and the funds of other depositors in the County treasury (hereinafter “investment powers”); and

WHEREAS, Pursuant to Government Code §26980, Mono County has created the office of Director of Finance, which office is consolidated with the office of County Treasurer (see Mono County Code Chapter 2.14); and

WHEREAS, accordingly, delegation of investment powers to the County Treasurer is a delegation of those powers to the Director of Finance, as County Treasurer; and

WHEREAS, further, pursuant to Government Code section 24100 et seq., any deputy of the Finance Director has all of the powers and duties of the Finance Director; and

WHEREAS, accordingly, any deputized Assistant Finance Director would have investment powers if such powers were delegated to the Finance Director; and

WHEREAS, once delegated, such authority includes the ability of the County Treasurer to contract with an investment manager further delegating discretionary authority to invest funds on deposit with the Treasurer pursuant to 79 Ops. Cal. Atty. Gen. 88;

WHEREAS, the Board of Supervisors desires to renew the delegation of authority to the County Treasurer under Government Code Sections 53607 and 27000.1.

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO ORDAINS that:

SECTION ONE: Pursuant to Government Code Sections 53607 and 27000.1, the authority to invest or reinvest funds of the County and the funds of other depositors in the County treasury, it hereby delegated to the County Treasurer, who is the County Finance Director.

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SECTION TWO: This ordinance shall become effective 30 days from the date of its adoption and final passage, which appears immediately below. The Clerk of the Board of Supervisors shall post this ordinance and also publish the ordinance in the manner prescribed by Government Code section 25124 no later than 15 days after the date of its adoption and final passage. If the Clerk fails to publish this ordinance within said 15 day-period, then the ordinance shall not take effect until 30 days after the date of publication.

PASSED AND ADOPTED this ____ day of _____, 2016, by the following vote:

AYES :
NOES :
ABSTAIN :
ABSENT :

ATTEST: _____
Clerk of the Board

Fred Stump, Chair
Board of Supervisors

APPROVED AS TO FORM:

COUNTY COUNSEL



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

Departments: Clerk of the Board

TIME REQUIRED

SUBJECT State Water Resources Control
Board Letter

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Letter from the California Water Board dated January 25, 2016.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME: Helen Nunn

PHONE/EMAIL: x5534 / hnunn@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
**PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING**

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[Corresppondence Water Board](#)

History

Time

Who

Approval



EDMUND G. BROWN JR.
GOVERNOR

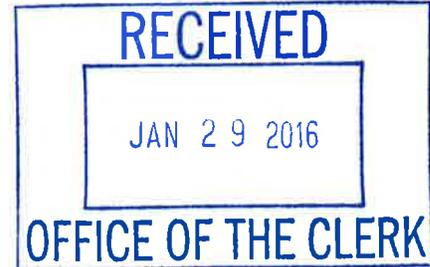


MATTHEW RODRIGUEZ
SECRETARY FOR
ENVIRONMENTAL PROTECTION

State Water Resources Control Board

January 25, 2016

Louis Molina, Director
Mono County Environmental Health Department
437 Old Mammoth Road #Q, P.O. Box 3329
Mammoth Lakes, CA 93546



Dear Mr. Molina:

On September 28 2015, the State Water Resources Control Board-Division of Drinking Water (Division) representatives conducted an annual evaluation of the Local Primacy Agency (LPA) Program for Mono County for fiscal year (FY) 2014-2015. The representatives conducting the evaluation were, Sean McCarthy P.E.-Senior Sanitary Engineer, San Bernardino District Engineer, Wendy Killou-Senior Environmental Scientist (Supervisor) and Rachelanne Vander Werf-Environmental Scientist. Representing the LPA was, Jon Drozd-REHS Environmental Health Specialist III, Kathy Batron-REHS Environmental Health Specialist, and Louis Molina-RHES Environmental Health Director. The evaluation and report are mandated by California Health and Safety Code (CHSC) Section 116330(d). The purpose of the evaluation is to determine the Program's status with respect to the objectives set forth in the Mono County LPA Work Plan for FY 2014-2015 and compliance with the requirements set forth in the LPA Delegation Agreement (LPDA) and California Code of Regulations (CCR) Title 22, Sections 64253 through 64260. This report summarizes the findings, directives, and recommendations of the Division as it relates to requirements of the LPA Program.

The Division finds that Mono County is in compliance with all requirements of the current LPA Delegation Agreement. In addition, the LPA has substantially met the Program objectives that were outlined in the approved FY 2014-2015 work plan and the LPA Program requirements set forth in CCR Title 22, Sections 64253 through 64260.

The findings of this evaluation are detailed in the enclosed Attachment A. Upon completion of the evaluation, Division representatives find the items listed below are required to be addressed by Mono County LPA Program. Please submit a written response demonstrating willingness to comply with the items below by **February 8, 2016**

DIRECTIVES

1. By **March 1, 2016**, the LPA shall include the physical address of the water system in all sanitary surveys reports.
2. Beginning **April 1, 2016**, LPA shall begin to review all groundwater water systems' Bacteriological Sample Siting Plans (BSSPs) and identify BSSPs that are greater than 10 years old and/or do not meet the GWR requirements. Those water systems meeting the above criteria are required to submit an updated BSSP and shall be reviewed and approved by the LPA prior to implementation. (CCR Title 22, Section 64422 and 64430)
3. By **April 1, 2016**, the LPA shall continue to require groundwater systems that provide treatment to submit monthly operation reports. The LPA shall review and track the operation reports to ensure that the treated water meets all primary and secondary drinking water standards.
4. By **March 1, 2016**, the LPA shall include the water sample collection date on the compliance tracking spreadsheet for the Surface Water Treatment Rule and Total Coliform Rule.
5. By **March 1, 2016**, the LPA shall issue compliance orders to the following water systems that have been identified as exceeding a primary drinking water standard. The District Engineer should review the compliance order prior to issuance to ensure that it includes all of the required elements to be classified as a formal enforcement action.
 - Sierra East MHP (PWS No. 2600622)

NEW REQUIREMENT

1. Beginning **July 1, 2016**, the LPA shall begin submitting to the Division in PDF format a copy of each citation, compliance order, and any court filings issued by the LPA. Further guidance will be provided to the LPA from the Division. (LPDA-Section 2.05 (a)(iii))

RECOMMENDATIONS

1. The Division recommends that the LPA use the Division approved Emergency Notification Plan (ENP) form. This form should be reviewed and updated annually or when there is a change in the contact information/emergency plan. (CCR Title 22 Section 64255 (a)(3))
2. The Division recommends that the LPA review water systems' water quality sampling data within their regulatory jurisdiction by either the LPA accessing the water quality sampling history via the DRINC portal-Water Quality Inquiry

database at <http://drinc.ca.gov/dnn/Applications/WaterQualityInquiry.aspx> or logging directly into the Division Water Quality Inquiry database (request for logon credentials required). We suggest that this is completed during the file review, prior to conducting a sanitary survey, to ensure that a water system's contracted certified environmental health lab is successfully transmitting the water quality data electronically to the Division as required in CCR Title 22, Section 64469 (c).

3. Continue to comply with the electronic annual report (eAR) requirements as stated in the LPDA-Section 2.06. For the 2015 eAR, the Division will be evaluating compliance with this section based on submittals from community and non-transient non-community (NTNC) water systems.
4. Strive to complete 100% of projected issuance of water supply permits as stated in the FY 2015-2016 work plan.
5. Strive to complete 100% of projected sanitary surveys as stated in the FY 2015-2016 work plan.
6. Continue to provide noted sanitary survey deficiencies to the water system within 60 days after a sanitary survey is conducted. (CCR Title 22, Section 64255(d)) It is suggested that the LPA add these items to the regular reminders that the LPA sends to the water system in regards to water quality monitoring and utilized a tracking mechanism to monitor the compliance progress of the deficiencies. If the deficiencies are not corrected by the deadlines stated in the report, then the LPA should take enforcement action upon the water system. The LPA should continue to track the progress of the deficiencies to ensure that they are corrected in a timely manner based on the prescribed time schedule given. (LPDA 2.03(d)).

The Division looks forward to our continued partnership as we share the oversight of small public water systems in Mono County.

If you have any questions regarding this letter, please contact Wendy Killou-Primacy Liaison Unit at 916-449-5158.

Sincerely,



Wendy Killou
Senior Environmental Scientist (Supervisor)
Primacy Liaison Unit

cc: Mono County Board of Supervisors
Sean McCarthy, P.E., San Bernardino District Engineer

Enclosures

ATTACHMENT A

LOCAL PRIMACY AGENCY ANNUAL EVALUATION FORM

FOR FISCAL YEAR 2014-2015

(July 1, 2014 – June 30, 2015)

COUNTY OF MONO

INTRODUCTION

In order to comply with Health and Safety Code (CHSC) Section 116330(d) the State Water Resources Control Board–Division of Drinking Water (Division) is required to evaluate a Local Primacy Agency (LPA) annually to ensure that the LPA is complying with the requirements of the Local Primacy Delegation Agreement (LPDA), California Code of Regulations (CCR), California Health and Safety Codes (HSC), and has achieved the workplan goals for Fiscal Year (FY) 2014-2015. In order to fulfill the annual evaluation requirement, we are requesting the LPA complete this form to assist the Division in evaluating whether or not the LPA is in compliance with the requirements of the LPDA and has met the workplan goals.

Please complete this form for the period from July 1, 2014 – June 30, 2015 and email or mail it back to your District field office prior to the annual evaluation meeting.

EVALUATION

1. Previous Year's Evaluation Directives -

Check the directives- that have been completed or resolved.

- By **February 1, 2015**, the LPA shall establish and maintain an individual file for each small water system which includes the following information:
- Current water supply permit and technical report.
 - Permit applications, permit technical reports, and all technical reports supporting the water supply permits for a minimum of 10 years.
 - Current plans and specifications pertaining to source information, treatment information, storage facilities, distribution plans, water quality plans, total coliform sample siting plans, and emergency plans.
 - Copies of bacteriological water quality analyses for a minimum of 5 years.
 - Copies of water quality monitoring data for a minimum of 10 years.
 - Correspondence, memoranda, and other written records pertaining to the water system issued or written within the past 3 years.

- Copies of all compliance orders, citations, court actions, and other enforcement documentation issued.
- By **January 10, 2015**, the County shall report Lead and Copper Rule (LCR) monitoring data to the Division quarterly. The County may utilize the Division's LCR database for tracking compliance with monitoring action level exceedances and routine lead and copper monitoring and reporting sampling from all community and non-transient non-community water systems. The County may contact Jim Stites of the Division-SDWIS Unit to obtain a copy of the database and training on data entry and running the compliance determination reports.
- By **December 1, 2014**, the LPA shall identify water systems that exceed a primary drinking water standard. (i.e. nitrate and arsenic MCLs) and have failed to monitor and report the required source sampling at the frequency as stated in the compliance orders (i.e. quarterly). Water systems in violation of the monitoring and reporting requirements shall be issued an enforcement action that is determined appropriate by the District Engineer and then entered into the database of record (EnvisionConnect) on a quarterly basis. The Division recommends that quarterly monitoring and reporting be tracked by a spreadsheet to assist with compliance determination of monitoring and reporting violations. The LPA shall ensure that all new water systems and all water systems undergoing a change in ownership meet the applicable Technical, Managerial, and Financial (TMF) capacity requirements by evaluating the TMF capacity of those water systems during the permitting process to ensure that the systems can, at all times, provide water that meets drinking water standards to the public.
- Beginning **December 1, 2014**, the LPA shall begin issuing addressing formal enforcement actions (i.e. compliance orders and citations) for all MCL failures, including TCR MCLs. The Department will provide the LPA example enforcement actions for their reference.
- Beginning **December 1, 2014**, the LPA shall require groundwater systems that provide treatment to submit monthly operation reports. The LPA shall review and track the operation reports to ensure that the treatment the water system is providing drinking water that meets all primary and secondary drinking water standards.
- By **March 1, 2015**, the LPA shall require all water systems that have Bacteriological Sample Siting Plans (BSSPs) that are greater than 10 years old and/or does not meet the GWR requirements to create or update their BSSPs.

2. Previous Year's Evaluation Recommendations -

Check the recommendations- that have been completed or resolved.

- The Division recommends that the LPA request a WQ Monitoring Report from the San Bernardino District Engineer or the Division's Primacy Liaison Unit prior to conducting a sanitary survey to ensure that a water system is requesting that their registered environmental health lab is successfully transmitting the water quality data electronically to the Division as stated in CCR Title 22, Section 64469 (c).
- Continue to provide copies of all enforcement actions, permits and accompanying technical reports and TMF staff evaluations should continue to be forwarded to the San Bernardino District Field Office.
- Strive to complete 100% of projected issuance of water supply permits as stated in the FY 2014-2015 work plan.
- Strive to complete 100% of projected sanitary surveys as stated in the FY 2014-2015 work plan.
- Continue to track and follow-up with water systems sanitary survey deficiencies to ensure that they are corrected in a timely manner based on their priority to correct.
- Continue to work with Primacy Liaison Unit staff to get source class codes into the Division's database of record.
- Continue to update the water quality monitoring and reporting requirements notices to include the following: contaminant name, storet code, frequency of sampling, and any other sampling and reporting requirements applicable to a water system. Provide the updated notices on an annual basis, for example sent with the annual permit bills, or when the LPA conducts a sanitary survey at a minimum frequency of three (3) years for community water systems and five (5) years for non-community water system.

3. Water Supply Permits (CCR, Title 22, Section 64254)

Type of Permit Issued	Number of Permits Issued	Workplan Permit Goal
New Permit (Full)	1	0
Amended Permit (Treatment or Change of Ownership)	6	0
Updated/Renewed Permit (Full)	0	0
TOTAL PERMITS ISSUED	7	

	Total
Water Systems currently without a Water Supply Permit	0

Refer to Attachment B-Table 1a and 1b for detailed water supply permit information.

- Did the LPA meet the workplan goal of permits to be issued for each type of permit listed above? Yes No
 If no, please describe why. Have begun process of updating permits that are greater than 10 years old to new State permit format. Permits were being updated on a case by case basis.
- Is the LPA issuing water supply permits that are in the Division approved format, including the special operating provisions and a technical report in support of the permit? Yes No
 If no, please describe why. Insert Description Here
- Did the LPA evaluate the technical, managerial, and financial (TMF) capacity by completing TMF assessments for new and change of ownership water supply permits that were issued? Yes No
 If no, please describe why. Insert Description Here
- How does the LPA track their water supply permits? Database Spreadsheet Other - Specify

4. Water System Inventory (CCR, Title 22, Section 64255)

Refer to Attachment B-Tables 2-6 for detailed inventory information.

- How does the LPA maintain their water system inventory?
 Database Spreadsheet Other - Specify

5. Surveillance - Sanitary Surveys (CCR, Title 22, Section 64255)

Per the LPDA, this section will be evaluated based on the minimum requirement of conducting an on-site sanitary survey of each community water system every three (3) years and non-community water system every five (5) years, unless other specified frequency is stated in the annual workplan.

Type of Water System	Number of Sanitary Surveys Conducted	Workplan Goal Number
Community Water System	5	11
Non-transient Non-community Water System	3	3
Transient Non-Community Water System	40	31
TOTAL SANITARY SURVEYS CONDUCTED	48	45

Refer to Attachment B-Table 7 and 8 for detailed sanitary survey information.

- Did the LPA meet the workplan goal of sanitary survey to be completed? Yes No

The number of sanitary surveys conducted were met; however, different water systems received inspections than what was specified in workplan.

- How does the LPA track sanitary surveys conducted? Database Spreadsheet Other - Specify
- Did the LPA review the water system water supply permit and files prior to conducting each sanitary survey? Yes No
If no, please describe why. Insert Description Here
- Did the LPA evaluate the water system's ability to produce and distribute safe and reliable drinking water by looking at the required eight (8) elements when conducting the sanitary survey? Yes No
If no, please describe why. Insert Description Here
- If water system deficiencies were found during the sanitary survey, did the LPA outline a corrective action schedule and provide it to the water system within 60 days of the completion of the sanitary survey? Yes No
If no, please describe why. Insert Description Here
- Did the LPA provide the water system with a complete sanitary survey report within 90 days of the completion of the sanitary survey? Yes No

If no, please describe why. Insert Description Here

- Did the LPA follow-up with the corrective action plan schedule to ensure that the water system complied with the noted deficiencies? Yes No

If no, please describe why. Insert Description Here

- If the deficiencies were not met in a timely manner, was an enforcement action issued to the water system? Yes No

If no, please describe why. Insert Description Here

6. Sampling and Monitoring (CCR, Title 22, Section 64256)

Refer to Attachment B, Table 9 for detailed information on enforcement actions issued for monitoring and reporting violations.

- Does the LPA provide, in writing, the water quality monitoring and reporting requirements to their water systems at a minimum frequency of three (3) years for community water systems and five (5) years for non-community water systems? Yes No

If no, please describe why. Insert Description Here

- Does the notice referred to above, include the contaminant name, storet code, frequency of sampling, and any other sampling and reporting requirements applicable to a water system? Yes No

If no, please describe why. In the process of addressing this item. A supplemental document will be provided with each sanitary survey report describing water quality requirements (storet code, contaminant name etc.) to the operator.

- How does the LPA track chemical and radiological water quality monitoring and reporting compliance? Database Spreadsheet Other - Specify
- At what frequency does the LPA review the chemical and radiological water quality analyses received? Monthly Quarterly Annual Other - Specify

- Does the LPA confirm that the water quality results were successfully submitted to the State's Water Quality Inquiry (WQI) database?

Yes No

If no, please describe why. Have begun requiring that operators provide a copy of chain of custody that shows that EDT "box" was checked to require lab to submit data electronically.

- For surface water systems, does the LPA receive and track the monthly SWTR reports? Yes No

If no, please describe why. Insert Description Here

- How does the LPA track compliance of the monthly SWTR reports?
 Database Spreadsheet Other - Specify
- For groundwater systems that provide treatment, does the LPA require a monthly operations report be submitted and review and track the submission of the monthly operations reports? Yes No
If no, please describe why. Insert Description Here
- How does the LPA track compliance of the monthly operations reports for treated groundwater systems? Database Spreadsheet Other - Specify
- How does the LPA track bacteriological water quality monitoring and reporting compliance? Database Spreadsheet Other - Specify
- At what frequency does the LPA review the bacteriological water quality analyses received? Daily Monthly Other - Specify
- Does each public water system have a current and complete Bacteriological Sampling Plan (BSSP) on file? Yes No
If no, please describe why. *In process of completing this item. Systems that have not had a recent sanitary survey have not completed a current BSSP. Requiring BSSP to be completed at the time the sanitary survey is conducted on the water system. If BSSP is not completed by operator at time of inspection, then it is noted as a deficiency in the sanitary survey report. Report then specifies dated BSSP must be completed by.*
- If the public water system is a groundwater system, does the BSSP comply with the requirements of the Groundwater Rule (GWR)? Yes No
If no, please describe why. Insert Description Here
- How does the LPA ensure that each water system has a BSSP on file that meets all regulatory requirements and is not more than 10 years old? Database Spreadsheet Other - Specify
- Has the LPA issued any water quality monitoring waivers, exemptions, or variances outside of the Title 22 regulations? Yes No
If yes, has the LPA provided documentation to each water system file regarding the background on the waiver, exemption, or variance granted?
 Yes No N/A
If no, please describe why. Insert Description Here
- Has the LPA notified the district engineer of the waiver, exemption, or variance granted? Yes No N/A
If no, please describe why. Insert Description Here

7. Reporting (CCR, Title 22, Section 64257)

Refer to Attachment B, Table 9 for detailed information on enforcement actions issued for the all violations.

- Does the LPA have a database of record that is capable of reporting all required data elements to the Division in the format designated by electronic submission requirements? Yes No
 If no, please describe why. Insert Description Here
 If yes, what type of database is the LPA currently using? Decade Software-EnvisionConnect SDWIS Other - Specify
- Based on the data reporting requirements table below, is the LPA meeting or exceeding those requirements? Yes No
 If no, please describe why. Insert Description Here

Report Type	Frequency
Violations	Monthly
Enforcement Actions	Monthly
Water Supply Permits	Quarterly
Sanitary Survey	Quarterly
Lead and Copper Rule Monitoring	Quarterly
Water System Inventory	Annual

- *Note: Currently, the LPAs have not been directed to do this.* Is the LPA submitting to the Division in a PDF format a copy of each citation, compliance order, and any court filings issued by the LPA? Yes No
 If no, please describe why. Insert Description Here
- Did the LPA issue a written notice to all public water systems directing them to electronically submit to the Division an electronic annual report (eAR) no later than July 1st? Yes No
 If no, please describe why. Insert Description Here
- Does the LPA review and, if adequate, accepts each eAR, which is filed with the Division? Yes No
 If no, please describe why. Insert Description Here
- If the eAR is deficient in any manner, does the LPA notify the water system of the deficiency and direct them to correct and resubmit the eAR?
 Yes No
 If no, please describe why. Insert Description Here

- If a water system did not submit an eAR, did the LPA follow-up with a reminder email/notice about the requirement to submit the eAR?

Yes No

If no, please describe why. Insert Description Here

SUBMIT AN EXAMPLE LETTER/EMAIL SENT TO WATER SYSTEMS REQUESTING THEM TO COMPLETE THE 2014 eAR

- Does the LPA issue enforcement actions that meet the addressing/formal action criteria listed below? Yes No

- The Action must describe the specific provision of statute or regulation that has been violated.
- The Action must cite the applicable provision of statute or regulation.
- The Action must describe specific actions to be performed by the water system to return to compliance (i.e. directives).
- The Action must include a compliance schedule.
- The Action must inform the water system that failure to comply with the Action is, in and of itself, an enforceable action (i.e. Civil Penalty Clause).

If no, please describe why. Insert Description Here

SUBMIT AN EXAMPLE OF A MCL AND A MONITORING & REPORTING ENFORCMENT ACTION ISSUED WITHIN THE FISCAL YEAR.

- Does the LPA include the appropriate public notification directive with the enforcement actions issued? Yes No

If no, please describe why. Insert Description Here

- Is the LPA following-up with directives stated in the enforcement actions issued? Yes No

If no, please describe. Insert Description Here

- Does the LPA work with the DE and water system to complete and submit a funding application through the Financial Assistance Application Submittal Tool (FAAST)? Yes No

If no, please describe why. Insert Description Here

8. Program Management (CCR, Title 22, Section 64259)

- List the funding sources for the LPA program. The LPA Program is primarily funded through State Realignment monies. No general fund dollars are used to fund this or any other Environmental Health Program in Mono County. The balance of the LPA program positions (including a part time employee) funding is derived from Environmental Health annual permit fees collected and from the current LPA Grant.

Refer to Attachment B, Table 10 for detailed information on Small Water System Program fees.

- Based on the level of adequate staff stated in the workplan, was the LPA able to maintain an adequate staffing level? Yes No
If no, please describe why. Insert Description Here
- Does the LPA have a time accounting system in place? Yes No
If no, please describe why. Insert Description Here
- How does the LPA maintain the water system files?
 Hardcopy Electronically Both Other - Specify
- For each water system, does the LPA maintain the following information:
- Current water supply permit and technical report. Yes No
 - Permit applications, permit technical reports, and all technical reports supporting the water supply permits for a minimum of 10 years.
 Yes No
 - Current plans and specifications pertaining to source information, treatment information, storage facilities, distribution plans, water quality plans, total coliform sample siting plans, and emergency plans.
 Yes No
 - Copies of bacteriological water quality analyses for a minimum of 5 years. Yes No
 - Copies of water quality monitoring data for a minimum of 10 years.
 Yes No
 - Correspondence, memoranda, and other written records pertaining to the water system issued or written within the past 3 years.
 Yes No
 - Copies of all compliance orders, citations, court actions, and other enforcement documentation issued. Yes No
- If no, please describe why. Insert Description Here
- How does the LPA ensure that each water system, if applicable, has a certified operator? Database Spreadsheet Other - Specify

9. Workplans (CCR, Title 22, Section 64260)

- Did the LPA submit a workplan for this FY? Yes No
If no, please describe why. Insert Description Here

DOCUMENTS THAT WILL BE REVIEWED IN A FILE REVIEW

- a. Current water supply permit and technical report
- b. Most recent sanitary survey report
- c. Current water quality monitoring requirement notice
- d. Report detailing their last sample dates for the constituents that they are required to monitor and report for (i.e. database print-out, spreadsheet, etc.), including chemical, radiological, LCR
- e. Most recent CCR Report
- f. Current BSSP
- g. Emergency notification plan
- h. Water system operation plan
- i. For chlorinated water systems, the most recent DBP monitoring plan
- j. Any water quality monitoring waivers, exemptions, or variances issued
- k. Email/letter sent notifying the water system about the eAR requirement
- l. Enforcement action(s) that were issued for primary and secondary MCLs, monitoring and reporting, treatment technique, and state violations
- m. Public notices that were included with each above enforcement action
- n. For surface water systems, the most recent SWTR monthly monitoring report and CT report
- o. For conventional surface water systems, the most recent quarterly TOC report

Form Completed By:

Jon Drozd, REHS

Mono County Environmental Health
Environmental Health Specialist III
Small Water Systems Coordinator

8/27/15

ATTACHMENT B
LOCAL PRIMACY AGENCY ANNUAL EVALUATION DATA TABLES
FOR FISCAL YEAR 2014-2015
(July 1, 2014 – June 30, 2015)
COUNTY OF MONO

TABLE 1a: PERMITS ISSUED

PWS Number	System Name	PWS Classification *	Full Permit	10-Year Review	Amended Permit	Issue Date	Reason/Comment
2600524	Lee Vining Ranger Station	TNC	<input type="checkbox"/>	<input type="checkbox"/>	X		
2600528	Camp Antelope	TNC	<input type="checkbox"/>	<input type="checkbox"/>	X		
2600533	Mono Inn	TNC	<input type="checkbox"/>	<input type="checkbox"/>	X		Change of Ownership
2600556	Crowley Lake BLM Campground	TNC	x	<input type="checkbox"/>			
2600568	Edna Beaman School	TNC	<input type="checkbox"/>	<input type="checkbox"/>	X		
2600570	Coleville High School	TNC	<input type="checkbox"/>	<input type="checkbox"/>	X		
2600714	Wheeler Crest CSD	TNC	<input type="checkbox"/>	<input type="checkbox"/>	X		

*C=Community P=Non-transient Non-community N=Transient Non-community

TABLE 1b: WATER SYSTEMS WITH NO WATER SUPPLY PERMIT

PWS Number	System Name	PWS Classification *	Anticipated Issue Date	Reason/Comment

*C=Community P=Non-transient Non-community N=Transient Non-community

TABLE 2: WATER SYSTEM INVENTORY

	Community Water Systems	Non-Transient Non-Community Water Systems	Transient Non-Community Water Systems
Surface Water Systems	0	0	3
Ground Water Systems w/o Treatment for Primary Drinking Water Standard(s)	0	0	0
Ground Water Systems w/ Treatment for Primary Drinking Water Standard(s)	0	2	0
TOTAL BEGINNING 7/1/2014	0	2	3
Inactivated	0	0	1
Consolidated	0	0	0
Added or Reactivated	0	0	0
TOTAL ENDING 6/30/2015	0	0	2

TABLE 3: WATER SYSTEM INVENTORY CHANGES

PWS Number	System Name	Type of Change*	Comments
2600528	Camp Antelope	Classification	Change from Community to TNC

* A=Added, R=Removed/Inactivated, or C=Classification Change

TABLE 4: NON-PUBLIC WATER SYSTEM INVENTORY (For Information Use Only, Not Evaluated)

Water System Type	Number of Water Systems
State Small	3
CalCode Exempted Facilities	3

TABLE 5: INVENTORY OF SURFACE WATER SYSTEMS

PWS Number	System Name	PWS Classification*	Filtration Method	In Violation SWTR (Yes/No)	Comments
2600530	Crystal Crag Water and Development	TNC	Slow Sand	No	
2600529	Mono Village Rest./Store	TNC	Direct	No	
2600527	Tioga Pass Resort	TNC	Rosedale	No	

*C=Community, P=Non-transient Non-community, or N=Transient Non-community

TABLE 6: INVENTORY OF WATER SYSTEMS TREATING FOR EXCEEDING PRIMARY AND SECONDARY MCL, ACTION LEVEL, OR NOTIFICATION LEVEL

PWS Number	System Name	PWS Classification*	MCL/AL/NL Exceeding	Treatment Type Provided	Comments
2600570	Coleville High School	NTNC	Arsenic	Ion Exchange	Reporting on a Quarterly basis
2600568	Edna Beaman School	NTNC	Arsenic	Ion Exchange	Reporting on a Quarterly basis

*C=Community, P=Non-transient Non-community, or N=Transient Non-community

TABLE 7: SURVEILLANCE ACTIVITIES – SANITARY SURVEYS

Community Water Systems using Groundwater						
PWS Number	System Name	Date of Previous Sanitary Survey	Date of Sanitary Survey Completed	Meets the Minimum Performance Requirements? (Y/N)	Scheduled	Unscheduled
2600501	BIRCHIM COMMUNITY SERVICE DIST	NA*	11/27/13	Y	X	<input type="checkbox"/>
2600546	CROWLEY LAKE MUT. WATER DIST.	NA	5/12/15	Y	X	<input type="checkbox"/>
2600532	LUNDY MUTUAL WATER COMPANY	NA	12/9/14	Y	X	<input type="checkbox"/>
2610005	LEE VINING PUD	NA	3/19/15	Y	<input type="checkbox"/>	X
2600621	WHITE MOUNTAIN ESTATES	NA	11/16/14	Y	X	<input type="checkbox"/>

Community Water Systems using Surface Water or GWUDI						
PWS Number	System Name	Date of Previous Sanitary Survey	Date of Sanitary Survey Completed	Meets the Minimum Performance Requirements? (Y/N)	Scheduled	Unscheduled
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>

Non-Community Water Systems using Groundwater						
PWS Number	System Name	Date of Previous Sanitary Survey	Date of Sanitary Survey Completed	Meets the Minimum Performance Requirements? (Y/N)	Scheduled	Unscheduled
2600605	Mountain View BBQ	NA*	5/22/14	Y	X	<input type="checkbox"/>
2600661	Brown's Owens River Camp	NA*	5/16/14	Y	X	<input type="checkbox"/>
2600624	Mammoth Mountain Ski Area	NA*	7/29/15	Y	X	<input type="checkbox"/>
2600609	Hot Creek Ranch	NA*	10/22/14	Y	X	<input type="checkbox"/>
2600533	Historic Mono Inn	NA*	4/10/15	Y	X	<input type="checkbox"/>
2600708	Crowley Lake General Store	NA*	5/19/14	Y	X	<input type="checkbox"/>
2600502	Benton Station	NA*	6/10/14	Y	X	<input type="checkbox"/>
2600510	Virginia Lakes MWC	NA*	7/16/14	Y	X	<input type="checkbox"/>
2600579	Log Cabin Wilderness Camp	NA*	7/15/14	Y	X	<input type="checkbox"/>
2600597	Ellery Lake Campground	NA*	10/3/14	Y	X	<input type="checkbox"/>
2600559	Green Creek Campground	NA*	9/9/14	Y	X	<input type="checkbox"/>
2600571	Mcgee Creek lodge and Gallery	NA*	5/15/15	Y	X	<input type="checkbox"/>
2600556	Crowley Lake Campground	NA*	8/17/12	Y	X	<input type="checkbox"/>
2600573	French Campground	NA*	8/20/14	Y	X	<input type="checkbox"/>
2600596	Big Bend Campground	NA*	10/3/14	Y	X	<input type="checkbox"/>
2600592	Big Meadow Campground	NA*	8/20/14	Y	X	<input type="checkbox"/>
2600649	Crowley Lake Fish Camp	NA*	5/28/15	Y	X	<input type="checkbox"/>
2600600	Hunewill Guest Ranch	NA*	7/24/14	Y	X	<input type="checkbox"/>
2600545	Woods Lodge	NA*	8/7/14	Y	X	<input type="checkbox"/>
2600610	Pine Grove Campground	NA*	8/20/14	Y	X	<input type="checkbox"/>
2600563	Leavitt Campground	NA*	9/9/14	Y	X	<input type="checkbox"/>
2600503	Crowley Lake Campground	NA*	8/15/14	Y	<input type="checkbox"/>	X
2600534	Lundy Lake Resort	NA*	7/18/14	Y	<input type="checkbox"/>	X
2600524	Lee Vining Ranger Station	NA*	10/3/14	Y	<input type="checkbox"/>	X

Non-Community Water Systems using Groundwater						
PWS Number	System Name	Date of Previous Sanitary Survey	Date of Sanitary Survey Completed	Meets the Minimum Performance Requirements? (Y/N)	Scheduled	Unscheduled
2600519	McGee Creek Campground	NA*	8/20/14	Y	<input type="checkbox"/>	X
2600564	Chris Flat Campground	NA*	9/9/14	Y	<input type="checkbox"/>	X
2600608	East Fork Campground	NA*	8/20/14	Y	<input type="checkbox"/>	X
2600658	Pokonobe Lodge	NA*	6/25/14	Y	<input type="checkbox"/>	X
2600379	Pumice Campground	NA*	6/26/14	Y	<input type="checkbox"/>	X
2600382	Reds Meadow Resort	NA*	9/3/14	Y	<input type="checkbox"/>	X
2600599	Saddlebag Lake Resort	NA*	10/3/14	Y	<input type="checkbox"/>	X
2600598	Tioga Lake Campground	NA*	9/4/14	Y	<input type="checkbox"/>	X
2600558	Tuff Campground	NA*	8/20/14	Y	<input type="checkbox"/>	X
2600511	Willow Springs Motel	NA*	7/29/14	Y	<input type="checkbox"/>	X
2600528	Camp Antelope	NA*	8/14/14	Y	X	<input type="checkbox"/>
2600568	Edna Beaman School	NA*	2/5/14	Y	<input type="checkbox"/>	X
2600718	Twin Lakes Store	NA*	7/23/14	Y	<input type="checkbox"/>	X
2600581	Viking Voorhis Camp	NA*	7/24/14	Y	<input type="checkbox"/>	X
2600550	Virginia Creek Settlement Park	NA*	10/29/14	Y	<input type="checkbox"/>	X

Non-Community Water Systems using Surface Water or GWUDI

PWS Number	System Name	Date of Previous Sanitary Survey	Date of Sanitary Survey Completed	Meets the Minimum Performance Requirements? (Y/N)	Scheduled	Unscheduled
2600530	Crystal Crag Water and Development	NA*	10/10/14	Y	X	<input type="checkbox"/>
2600529	Mono Village Rest./Store	NA*	9/17/14	Y	X	<input type="checkbox"/>
2600527	Tioga Pass Resort	NA*	8/20/14	Y	X	<input type="checkbox"/>

*Includes all eight required elements to be reviewed.

TABLE 8: WATER SYSTEMS PROPOSED IN WORKPLAN WITH NO SANITARY SURVEY COMPLETED

PWS Number	System Name	Date of Previous Sanitary Survey	Reason Sanitary Survey Was Not Completed
2600699	CHALFANT VALLEY WEST M.W.C.	NA*	Shifted focus to seasonal systems that would not be open year-round and that had never had a formal inspection. Inspection for this facility will be conducted this fiscal year.
2600547	CROWLEY LAKE TRAILER PARK	NA*	Shifted focus to seasonal systems that would not be open year-round and that had never had a formal inspection. Inspection for this facility will be conducted this fiscal year.
2600622	SIERRA EAST HOME. ASSOC.	NA*	Shifted focus to seasonal systems that would not be open year-round and that had never had a formal inspection. Inspection for this facility will be conducted this fiscal year.
2600578	Doc and Al's Resort	NA*	Conducted inspection due to response to event/issue with water system that required a site visit.
2600543	Topaz Lake MHP	NA*	Conducted inspection due to response to event/issue with water system that required a site visit.
2600536	Topaz Lake RV Park	NA*	Conducted inspection due to response to event/issue with water system that required a site visit.
2600572	McGee Creek MHP	NA*	Conducted inspection due to response to event/issue with water system that required a site visit.
2600509	Pineglade HOA	NA*	Conducted inspection due to response to event/issue with water system that required a site visit.

*Includes all eight required elements to be reviewed.

TABLE 9: VIOLATIONS AND ENFORCEMENT ACTIONS

- See Attached Spreadsheet

TABLE 10: PROGRAM MANAGEMENT – COUNTY FEES FOR FY 2014-2015

Fee Description	Current Fee
Community Water Systems	\$567.00
Non-Transient Non-Community Water Systems	\$486.00
Transient Non-Community Water Systems	\$486.00
State Small Water Systems	\$162.00
Local State Small Water Systems	\$81.00
Permitting Actives	\$243.00
Enforcement (Hourly Rate)	\$81.00



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

Departments: Clerk of the Board

TIME REQUIRED

SUBJECT Letter from American Lung
Association

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Correspondence received February 2, 2016 from the American Lung Association regarding the State of Tobacco Control Report to be released on February 3, 2016.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME: Helen Nunn

PHONE/EMAIL: x5534 / hnunn@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
**PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING**

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[Correspondence, American Lung Assoc](#)

History

Time

Who

Approval



AMERICAN LUNG ASSOCIATION IN CALIFORNIA
 333 HEGENBERGER ROAD, SUITE 450, OAKLAND, CA 94621
 phone: 510.638.5864 | fax: 510.638.8984



State of Tobacco Control Report to be Released February 3, 2016

Report will include tobacco control grades for all 58 Counties in California

Dear County Board of Supervisors:

We are pleased to announce the upcoming release of the 14th annual American Lung Association *State of Tobacco Control* report on February 3, 2016. This report assigns grades to the federal government and states based on their tobacco control laws and regulations in effect as of January 2, 2015 for Smokefree Air, Tobacco Taxes, Tobacco Prevention and Control Program Funding, and Access to Cessation Services.

In conjunction with the national report, the American Lung Association in California will release tobacco control report cards for all 482 incorporated cities and towns and 58 counties in California. The *State of Tobacco Control 2016 – California Local Grades* report is based on a review of all county and municipal codes in the state in four key policy areas. Since the first California report, the number of communities with an overall A or B grade has increased dramatically.

While we have made enormous progress in the fight against tobacco, it is still the number one cause of preventable death in the United States and in California. Since 1964, we have cut smoking rates by more than half, dramatically reduced exposure to secondhand smoke, reduced rates of lung cancer and other tobacco-related diseases and fundamentally changed public attitudes about tobacco resulting in millions of lives saved. Despite this progress, tobacco remains a dangerous threat, killing almost 40,000 Californians each year, causing illness in even more residents and costing the state more than \$18 billion in health care bills and lost productivity. More needs to be done to decrease these numbers and to stop the 440,000 kids alive today who will ultimately die prematurely from tobacco-related disease.

Every year, we see cities and counties across the state adopt policies to improve the health and wellness of their residents. These residents and their stories represent the real, tangible impact that these policies can have on a community. And, over the past 50 years, we have developed proven strategies that can achieve our public health goals if they are fully and effectively implemented. These strategies are reflected in the grading categories in both the national and local SOTC reports.

We encourage you to visit the American Lung Association in California website www.lung.org/California on February 3 to view the state and local tobacco control report cards and learn how to take action in the fight against tobacco. Visit our About Us page at www.lung.org/california to contact your local American Lung Association office for more information on the impact smoking is taking on your community and what can be done to combat it.

We hope you will join us in the fight to breathe easier.

Olivia J. Gertz
 President & Chief Executive Officer

Vanessa Marvin
 Vice President, Public Policy & Advocacy

Contact: Vanessa Marvin, Vice President of Public Policy & Advocacy (916) 585-7671 or Vanessa.Marvin@lung.org

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**OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS**

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

Departments: Clerk of the Board

TIME REQUIRED

SUBJECT Letter from Sonoma County Juvenile
Justice Commission

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Correspondence dated January 25, 2016 from the Sonoma County Juvenile Justice Commission regarding the need for Residential Treatment for Foster Youth.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME: Helen Nunn

PHONE/EMAIL: x5534 / hnunn@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
***PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING***

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

<p>Click to download</p> <p> Correspondence, Sonoma County Juvenile</p>

History

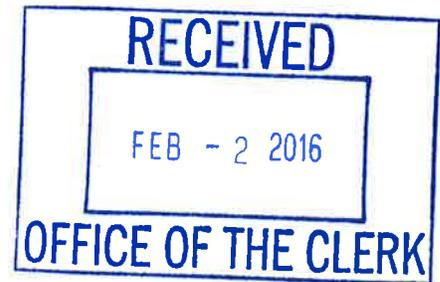
Time

Who

Approval

Sonoma County Juvenile Justice Commission

January 25, 2016



Dear Board of Supervisors,

As the Sonoma County Juvenile Justice Commission, we believe that Residential Treatment for Foster Youth is under attack in California. In the past five years, over half of all treatment facilities providing services for children and adolescents in California have closed.

Our commission is extremely concerned about state policy changes surrounding the care and treatment of one of our most vulnerable populations, children with histories of significant abuse and neglect. These children have often experienced profound trauma, which can include severe physical and sexual abuse, drug exposure in utero, and various forms of neglect including lack of medical care, safe housing, malnutrition, and starvation.

No one would argue that we would like all children to grow up with the support of a family. However, families are often ill equipped to deal with the extreme behaviors some foster children, with emotional disturbances and mental illness, exhibit. Behaviors can include, self-harm and suicidal behaviors, sexual acting out, violent and assaultive behaviors, elopement, school failures, and many other serious behavioral issues related to symptoms of anxiety, depression, and attachment.

Limited research has been used and cherry picked to further the agenda of individuals who believe that our most traumatized children only need to be with a family to “heal” from this trauma. The truth is that many of these children will carry the trauma of their childhood throughout their lives, resulting in higher rates of substance abuse, incarceration, psychiatric hospitalization, and homelessness than the general population.

The goal of placing youth in family settings first is not a new policy. Youth who are referred to residential care programs have usually suffered many years of failed placements with family and in foster care before residential treatment is considered. These placement failures only add to a youth’s history of trauma and failure. For youth whose needs cannot or have not been met in less-restrictive settings such as family-based programs or foster care, treatment in a quality residential treatment program, provided at the right time, for the appropriate length of time is essential.

Each county in the state of California is required to have a Juvenile Justice Commission (JJC) as established by the Welfare and Institutions Code. The JJC may inquire into the operation of any group home that serves children. Hundreds of JJC commissioners in California inspect group homes and interview youth annually. Continuum of Care reform was developed with feedback from everyone except California's Juvenile Justice Commissioners.

During the 1990's Australian State and Territory governments closed residential programs. The reported justification for this policy change was that foster care was more beneficial and less expensive. In the late 1980s the same decision was made in parts of the UK in favor of foster care. The conclusion was it didn't work. Currently, both countries have increased their investment in therapeutic residential care for this special population.

Residential Treatment for youth with this level of trauma should not be relegated to an arbitrary goal of a specific number of days in treatment. Treatment should be guided by the child's current needs and in which setting they can best be met. We believe quality residential care should be an essential element of any continuum of care and, when needed, can be the treatment approach of choice to therapeutically address the impact of trauma.

Please consider the need for ensuring that quality residential care remain available and can be a significant part of the continuum of care.

Sincerely,

Sonoma County Juvenile Justice Commission



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

Departments: Public Works; CAO

TIME REQUIRED 20 minutes (10 minute presentation;
10 minute discussion)

PERSONS APPEARING BEFORE THE BOARD John Armstrong, Bill Cockroft

SUBJECT Resolution Regarding Road Closure
for Mammoth Gran Fondo Bike Ride

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Resolution requesting a road closure of state route 120 and Benton Crossing Road on September 10, 2016 from 8:00 a.m. to 12:30 p.m. for the Mammoth Gran Fondo Bike Ride. This resolution is being requested by members of the organizing committee for this event.

RECOMMENDED ACTION:

Approve Resolution #R16-_____, approving a road closure of state route 120 and Benton Crossing Road on September 10, 2016 for the Mammoth Gran Fondo Bike Ride.

FISCAL IMPACT:

None.

CONTACT NAME: Shannon Kendall

PHONE/EMAIL: x5533 / skendall@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Grand Fondo Staff Report
Grand Fondo Resolution

History

Time

Who

Approval



MONO COUNTY DEPARTMENT OF PUBLIC WORKS

POST OFFICE BOX 457 • 74 NORTH SCHOOL STREET • BRIDGEPORT, CALIFORNIA 93517
760.932.5440 • Fax 760.932.5441 • monopw@mono.ca.gov • www.monocounty.ca.gov

Date: February 9, 2016
To: Honorable Chair and Members of the Board of Supervisors
From: Jeff Walters, Public Works Director / Director of Road Operations and Fleet Services
Subject: Road Closures for the 2016 Mammoth Gran Fondo Bicycle Ride

Recommended Action:

1. Receive staff report regarding the 2016 Mammoth Gran Fondo Bicycle Ride.
2. Consider and potentially adopt Resolution No. R16-__, "A Resolution of the Mono County Board of Supervisors Authorizing the Closure of County Roads to Thru Traffic in the Mono Lake and Long Valley Areas for the 2016 Mammoth Gran Fondo Bike Ride."
3. Provide any desired direction to staff.

Fiscal Impact:

\$1,000 or less from the Road Fund. Assisting with this event will result in fiscal impacts to the Road Fund, as personnel, equipment, and supplies from Road Areas 1, 2, and 3 will be used to perform tasks prior to and following the 2016 Mammoth Gran Fondo Bike Ride.

Discussion:

The Department of Public Works has received a request from the Mammoth Mountain Community Foundation to close certain county roads in the Mono Lake and Long Valley areas in conjunction with special events planned for the 2016 Mammoth Gran Fondo Bike Ride. The Ride is scheduled to take place on September 10, 2016. In response to this request, Public Works proposes to close portions of various county roads and State Highway 120 to thru traffic to allow safe travel for participants.

Pursuant to Section 982 of the Streets and Highways Code, a resolution (attached as Exhibit 1) has been prepared should the Board choose to approve the requested road closures.

The Mammoth Mountain Community Foundation has also requested Public Works' assistance with delivering and returning available county owned signage prior to and following the event. As with prior events, tasks requiring Public Works' personnel and equipment are as follows:

- Gather and inventory all available signage from various road areas in Mono County;
- Place available signage in areas required to close certain roads listed in the resolution;
- Gather and inventory all signage after event.

This event is expected to require Road personnel from Road Areas 1, 2, and 3 to assist with gathering and transporting county owned signage to/from storage to the various locations.

If you have any questions regarding this item, please contact me at 760.932.5459. I may also be contacted by email at jwalters@mono.ca.gov.

Respectfully submitted,



Jeff Walters
Public Works Director / Director of Road Operations and Fleet Services

Attachments: Exhibit 1 – Draft Resolution Authorizing Road Closures



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RESOLUTION NO. R16-

**A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS AUTHORIZING
THE CLOSURE OF CERTAIN COUNTY ROADS AND STATE HIGHWAYS TO
THRU TRAFFIC IN THE MONO LAKE AND LONG VALLEY AREAS
FOR THE 2016 MAMMOTH GRAN FONDO BIKE RIDE**

WHEREAS, the Mammoth Mountain Community Foundation (MMCF) has requested the closure of and use of certain county roads and state highways for bicycle rides associated with the 2016 Mammoth Gran Fondo Bike Ride; and,

WHEREAS, in conformance with Section 982 of the California Streets and Highways Code, the Board of Supervisors is authorized to temporarily close public roads and highways and grant the use thereof to the managers of said functions; and,

WHEREAS, the Mammoth Gran Fondo Bike Ride, sponsored by the MMCF, has resulted in substantial benefits to Mono County residents, businesses and visitors; and,

WHEREAS, the event has three routes utilizing county roads and state highways with two of the routes requiring closing roads to thru traffic; and,

WHEREAS, the volunteers performing traffic control at every closure and road intersection along the various routes shall wear visibility clothing, carry two-way radios and have required signage in place to effectuate said closures.

NOW, THEREFORE, BE IT RESOLVED by the Mono County Board of Supervisors that the following County roads may be closed to thru traffic in conformance with the County's Special Events Policy (see Chapter 5.50 of the Mono County Code) and made available to the MMCF from 8:00 am until 12:30 pm on Saturday, September 10, 2016:

1. Benton Crossing Road at Brown's Town campground, which is approximately 7 miles east of the junction with U.S. Highway 395, to the junction of State Route 120;
2. Yellowjacket Road at the intersection with State Route 120;
3. Cattle Drive Road at the intersection with State Route 120;
4. Barker Mine Road at the intersection with Benton Crossing Road;
5. Deer Spring Road at the intersection with Benton Crossing Road;
6. Chidago Canyon Road at the intersection with Benton Crossing Road;
7. Casa Diablo Road at the intersection with Benton Crossing Road;

- 1 8. Owens Gorge Road at the intersection with Benton Crossing Road;
- 2 9. Layton Springs Road at the intersection with Benton Crossing Road.

3 **BE IT FURTHER RESOLVED** by the Mono County Board of Supervisors that the following State
4 highways and County roads may be closed to thru traffic in conformance with the State's
5 requirements and the County's Special Events Policy, respectively, and made available to the MMCF
6 from 8:30 am until 12:30 pm on Saturday, September 10, 2016:

- 6 10. State Route 120 from Dross Road to Yellow Jacket Road;
- 7 11. Test Station Road at the intersection with State Route 120;
- 8 12. Sand Flat Cutoff at the intersection with State Route 120;
- 9 13. Pilot Springs Road at the intersection with State Route 120;
- 10 14. Sage Hen Meadows Road at the intersection with State Route 120;
- 11 15. Baxter's Road at the intersection with State Route 120;
- 12 16. Black Canyon Road at the intersection with State Route 120;
- 13 17. Dobie Meadows Road at the intersection with State Route 120;
- 14 18. Adobe Ranch Road at the intersection with State Route 120;
- 15 19. McGee Canyon Road at the intersection with State Route 120;
- 16 20. River Springs Road at the intersection with State Route 120;
- 17 21. Sawmill Meadows Road at the intersection with State Route 120.

17 **BE IT FURTHER RESOLVED** that the Mono County Board of Supervisors authorizes the
18 Director of the Department of Public Works to utilize County equipment and personnel and to
19 work with the MMCF and other officials to effectuate said road closures to thru traffic.

20 **APPROVED AND ADOPTED** this 9th day of February, 2016, by the following vote of the Board
21 of Supervisors, County of Mono:

- 21 **AYES** :
- 22 **NOES** :
- 23 **ABSENT** :
- 24 **ABSTAIN** :

25 _____
Fred Stump, Chairman
26 Mono County Board of Supervisors

27 ATTEST:

Approved as to Form:
28 _____

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Bob Musil
Clerk of the Board

Stacey Simon
County Counsel



**OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS**

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

Departments: Community Development, Public Works

TIME REQUIRED 15 minutes (10 minute presentation; 5 minute discussion); **PERSONS APPEARING BEFORE THE BOARD** Gerry Le Francois, Garrett Higerd

SUBJECT Board Cover Letter and Resolution to the Legislature Urging the State to Provide Sustainable Funding for State and Local Transportation Infrastructure

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Proposed letter and resolution to representatives urging the state to provide sustainable funding for state and local transportation infrastructure.

RECOMMENDED ACTION:

Approve and authorize Chair's signature on a letter to the State Legislature, and approve Resolution #R16-____, urging the State to Provide New Sustainable Funding for State and Local Transportation Infrastructure.

FISCAL IMPACT:

The potential loss to Mono County of approximately \$16.5 million in transportation funds for local & MOU projects programmed in the 2016 Regional Transportation Improvement Program (RTIP).

CONTACT NAME: G. Le Francois

PHONE/EMAIL: 760.924.1810 / glefrancois@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE COUNTY ADMINISTRATOR
**PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING**

SEND COPIES TO:
G. Higerd, S. Burns

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
staff report

History

Time	Who	Approval
2/4/2016 11:06 AM	County Administrative Office	Yes
2/4/2016 11:17 AM	County Counsel	Yes
2/4/2016 9:10 AM	Finance	Yes



Larry Johnston~District One Fred Stump~ District Two Tim Alpers ~ District Three
Tim Fesko ~ District Four Stacy Corless ~ District Five

BOARD OF SUPERVISORS COUNTY OF MONO

P.O. BOX 715, BRIDGEPORT, CALIFORNIA 93517

(760) 932-5538 • FAX (760) 932-5531

Bob Musil, Clerk of the Board

February 9, 2016

Frank Bigelow
Assembly member 5 District
State Capitol, Suite #6027
Sacramento, CA 94249-0005

Tom Berryhill
Senator 8 District
State Capitol, Room 3076
Sacramento, CA 95814

Re: Transportation Funding Crisis

Dear Honorable State Legislators:

As you are aware, California's transportation funding crisis has dramatically deteriorated. Without additional, reliable and sufficient transportation funding, Mono County is unable to prevent further degradation of our local and regional transportation infrastructure. The California Transportation Commission's (CTC) letter to the Legislature dated January 27, 2016, recently approved a negative fund estimate of \$754 million to be cut from existing State Transportation Improvement Program (STIP) projects.

For the Mono County region, this loss of approximately \$16.5 million in funding is nothing short of catastrophic. Included in these cuts are local projects and the Eastern Sierra region's 18-year effort to upgrade various sections of the SR 14 and US 395 corridors with Inyo County, Kern Council of Governments, and San Bernardino Associated Governments through Memoranda of Understanding (MOUs). These MOUs have pooled scarce local and state funding to improve these two corridors that would not be possible by any single entity or the State.

Attached is a resolution from the Mono County Board of Supervisors outlining various measures to address this ongoing crisis. Your attention to and support of an aggressive resolution is greatly appreciated.

Respectfully,

Fred Stump
Chair



RESOLUTION NO. R16-___

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS
URGING THE STATE TO PROVIDE NEW SUSTAINABLE FUNDING
FOR STATE AND LOCAL TRANSPORTATION INFRASTRUCTURE**

WHEREAS, Governor Edmund G. Brown, Jr. has called an extraordinary session to address the immense underfunding of California’s transportation infrastructure; and

WHEREAS, cities and counties own and operate more than 81 percent of streets and roads in California, and from the moment we open our front door to drive to work, bike to school, or walk to the bus station, people are dependent upon a safe, reliable local transportation network; and

WHEREAS, the County of Mono has participated in efforts with the California State Association of Counties, League of California Cities, and California’s Regional Transportation Planning Agencies to study unmet funding needs for local roads and bridges, including sidewalks and other essential components; and

WHEREAS, the resulting 2014 California Statewide Local Streets and Roads Needs Assessment, which provides critical analysis and information on the local transportation network’s condition and funding needs, indicates that the condition of the local transportation network is deteriorating as predicted in the initial 2008 study; and

WHEREAS, the results show that California’s local streets and roads are on a path of significant decline. On a scale of zero (failed) to 100 (excellent), the statewide average pavement condition index (PCI) is 66, placing it in the “at risk” category where pavements will begin to deteriorate much more rapidly and require rehabilitation or rebuilding rather than more cost-effective preventative maintenance if funding is not increased; and

WHEREAS, the results show that the County of Mono’s local streets have a statewide average pavement index of 67, placing them in the “At Lower Risk” category; and

WHEREAS, if funding remains at the current levels, in 10 years, 25 percent of local streets and roads in California will be in “failed” condition; and

WHEREAS, cities and counties need an additional \$1.7 billion just to maintain a status quo pavement condition of 66, and much more revenue to operate the system with Best Management Practices, which would reduce the total amount of funding needed for maintenance in the future; and

WHEREAS, models show that an additional \$3 billion annual investment in the local streets and roads system is expected to improve pavement conditions statewide from an average “at risk” condition to an average “good” condition; and

WHEREAS, if additional funding isn’t secured now, it will cost taxpayers twice as much to fix the local system in the future, as failure to act this year will increase unmet funding needs for local transportation facilities by \$11 billion in five years and \$21 billion in 10 years; and

1 **WHEREAS**, modernizing the local street and road system provides well-paying construction
jobs and boosts local economies; and

2 **WHEREAS**, the local street and road system is also critical for farm-to-market needs,
3 interconnectivity, multimodal needs, and commerce; and

4 **WHEREAS**, police, fire, and emergency medical services all need safe reliable roads to react
quickly to emergency calls and a few minutes of delay can be a matter of life and death; and

5 **WHEREAS**, maintaining and preserving the local street and road system in good condition
6 will reduce drive times and traffic congestion, improve bicycle safety, and make the pedestrian
7 experience safer and more appealing, which leads to reduce vehicle emissions helping the State achieve
its air quality and greenhouse gas emissions reductions goals; and

8 **WHEREAS**, restoring roads before they fail also reduces construction time that results in less
air pollution from heavy equipment and less water pollution from site runoff; and

9 **WHEREAS**, in order to bring the local system back into a cost-effective condition, at least
10 \$7.3 billion annually in new money going directly to cities and counties is needed; and

11 **WHEREAS**, in addition to these local system funding needs, the State system, where long-
12 established regional collaborations, such as the Eastern California Planning Partnership (Mono, Inyo,
Kern and Caltrans) has been funding regional improvement along the Highway 395/14 corridor, are at
13 risk of dissolving due to the inability to meet funding commitments. The state highway system needs
an additional \$5.7 billion annually to address the state's deferred maintenance

14 **NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO**
15 **STRONGLY URGES** the Governor and Legislature to identify a sufficient and stable funding source
for local street/road and state highway maintenance and rehabilitation to ensure the safe and efficient
16 mobility of the traveling public and the economic vitality of California.

17 **RESOLVED FURTHER**, that the County of Mono strongly urges the Governor and
Legislature to adopt the following priorities for funding California's streets and roads:

18 1. **Make a significant new investment in transportation infrastructure.** Any package should
19 seek to raise at least \$6 billion annually and should remain in place for at least 10 years or until an
alternative method of funding our transportation system is agreed upon.

20 2. **Focus on maintaining and rehabilitating the current system.** Repairing California's
21 streets and highways involves much more than fixing potholes. It requires major road pavement
22 overlays, fixing unsafe bridges, providing safe access for bicyclists and pedestrians, replacing
23 stormwater culverts, as well as operational improvements that necessitate the construction of auxiliary
lanes to relieve traffic congestion choke points and fixing design deficiencies that have created unsafe
merging and other traffic hazards. Efforts to supply funding for transit in addition to funding for roads
should also focus on fixing the system first.

24 3. **Equal split between state and local projects.** We support sharing revenue for roadway
25 maintenance equally (50/50) between the state and cities and counties, given the equally-pressing
26 funding needs of both systems, as well as the longstanding historical precedent for collecting
transportation user fees through a centralized system and sharing the revenues across the entire network
27 through direct subventions. Ensuring that funding to local governments is provided directly, without
intermediaries, will accelerate project delivery and ensure maximum accountability.

28 4. **Raise revenues across a broad range of options.** Research by the California Alliance for
Jobs and Transportation California shows that voters strongly support increased funding for
transportation improvements. They are much more open to a package that spreads potential tax or fee

1 increases across a broad range of options, including fuel taxes, license fees, and registration fees, rather
2 than just one source. Additionally, any package should move California toward an all-users pay
3 structure, in which everyone who benefits from the system contributes to maintaining it – from
4 traditional gasoline-fueled vehicles, to new hybrids or electric vehicles, to commercial vehicles.

5 **5. Invest a portion of diesel tax and/or cap & trade revenue to high-priority goods**
6 **movement projects.** While the focus of a transportation funding package should be on maintaining
7 and rehabilitating the existing system, California has a critical need to upgrade the goods movement
8 infrastructure that is essential to our economic well-being. Establishing a framework to make
9 appropriate investments in major goods movement arteries can lay the groundwork for greater
10 investments in the future that will also improve air quality and reduce greenhouse gas emissions.

11 **6. Strong accountability requirements to protect the taxpayers' investment.** Voters and
12 taxpayers must be assured that all transportation revenues are spent responsibly. Local governments are
13 accustomed to employing transparent processes for selecting road maintenance projects aided by
14 pavement management systems, as well as reporting on the expenditure of transportation funds through
15 the State Controller's Local Streets and Roads Annual Report.

16 **PASSED, APPROVED and ADOPTED** this 9th day of February 2016, by the following vote,
17 to wit:

18 **AYES:**
19 **NOES:**
20 **ABSENT:**
21 **ABSTAIN:**

22 _____
23 Fred Stump, Chair
24 Mono County Board of Supervisors

25 ATTEST:

26 APPROVED AS TO FORM:

27 _____
28 Clerk of the Board

_____ County Counsel



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

Departments: Finance

TIME REQUIRED 10 minutes (5 minute presentation; 5 minute discussion) **PERSONS APPEARING BEFORE THE BOARD** Joanne K. Werthwein

SUBJECT Quarterly Investment Report for Quarter Ended 12/31/2015

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Quarterly Investment Report for Quarter Ending December 31, 2015.

RECOMMENDED ACTION:

Review report, provide feedback, and address questions.

FISCAL IMPACT:

None.

CONTACT NAME: Joanne K. Werthwein

PHONE/EMAIL: (760) 932-5499 / jwerthwein@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[Quarterly Investment Report for Quarter Ended: 12/31/2015](#)

History

Time	Who	Approval
2/3/2016 5:18 PM	County Administrative Office	Yes

2/3/2016 7:31 PM

County Counsel

Yes

2/3/2016 2:03 PM

Finance

Yes



DEPARTMENT OF FINANCE

COUNTY OF MONO

Gerald A. Frank
Assistant Finance Director
Treasurer-Tax Collector

Leslie L. Chapman, CPA
Finance Director

Stephanie Butters
Assistant Finance Director
Auditor-Controller

P.O. Box 495
Bridgeport, California 93517
(760) 932-5480
Fax (760) 932-5481

P.O. Box 556
Bridgeport, California 93517
(760) 932-5490
Fax (760) 932-5491

Date: February 9, 2016
To: Honorable Board of Supervisors
Treasury Oversight Committee
Treasury Pool Participants
From: Leslie L. Chapman, CPA
Subject: Quarterly Investment Report

The Treasury Pool investment report for the quarter ended December 31, 2015 is attached pursuant to Government Code §53646(b) and includes the following reports:

- **Portfolio Holdings by Security Sector** - includes, among other information, the type of investment, issuer, date of maturity, par value, dollar amount invested in all securities and market value as calculated by Union Bank, in accordance with Government Code §53646(b)(1).
- **Transaction Summary by Action** - Shows the investment transactions for the month of December 2015 in accordance with Government Code §53607.
- **Distribution by Asset Category – Market Value** – Provides a graphic to make it easy to see the asset allocation by type of security.
- **Distribution by Maturity Range – Face Value** – Provides a bar graph to see the maturities of the various investments and gives the reader a sense of the liquidity of the portfolio.
- **Treasury Cash Balances as of the Last Day of the Most Recent 14 Months** – Shows that the current mix of cash and investments is stable and consistent when compared to prior months and particularly the same time last year. Additionally, the maturities section at the bottom shows that there is work to be done in structuring future investments to smooth out cash flows and ensure liquidity.
- **Mono County Treasury Pool Quarterly Yield Comparison** – Shows, at a glance, the county pool performance in comparison to two year US Treasuries and the California Local Agency Investment Fund (LAIF).

The County also has monetary assets held outside the County Treasury including:

- The Sheriff’s Department has two accounts: the Civil Trust Account and the Sheriff’s Revolving Fund. The balances in these accounts as of December 31, 2015 were \$27,335.30 and \$3,491.92 respectively.
- Solid Waste has an account that is required by California Integrated Waste as security for a zero interest loan. The County is required to maintain a balance equal to two months’ payments. The balance in this account as of December 31, 2015 was \$74,395.86.
- Mono County’s OPEB (Other Post Employment Benefit) trust fund with PARS had a balance of \$14,621,880.60 as of November 30, 2015. This is an irrevocable trust to mitigate the liability for the County’s obligation to pay for retiree health benefits.

The Treasury was in compliance with the Mono County Investment Policy on December 31, 2015.

Weighted Average Maturity (WAM) as of December 31, 2015 was 532 days.

It is anticipated that the County Treasury will be able to meet the liquidity requirements of its pooled participants for the next six months.

The investments are presented at fair market value in accordance with Government Accounting Standards Board (GASB) Statement No. 31, Accounting and Financial Reporting for Certain Investments and for External Pools. On the last day of the quarter, on a cost basis, the portfolio totaled \$74,854,253.44, and the market value was \$74,624,504.29 (calculated by Union Bank) or 99.693% of cost. Market value does not include accrued interest which was \$148,810.55 on the last day of the quarter.

Investment Pool earnings are as shown below:

Quarter Ending	3/31/2015	6/30/2015*	9/30/2015*	12/31/2015
Average Daily Balance	\$67,647,119	\$74,812,105	\$61,049,800	\$68,955,816
Earned Interest (including accruals)	\$140,502	\$201,983	\$101,104	\$194,524
Earned Interest Rate	.8423%	1.0829%	.6570%	1.1192%
Number of Days in Quarter	90	91	92	92
Interest Received	\$74,710	\$248,026	\$86,418	\$190,366
Administration Costs	\$9,567	\$23,184	\$12,792	\$13,107
Net Interest for Apportionment	\$65,143	\$224,843	\$73,626	\$177,259

* It was recently discovered that Premiums and Discounts amortized in the Quarter Ending 9/30/2015 should have been amortized in the Quarter Ending 6/30/2015. The following data reflects the true Earned Interest and Earned Interest Rate for these quarters.
 Quarter Ending 6/30/2015 – Earned Interest \$170,831.83 – Earned Interest Rate 0.9159%
 Quarter Ending 9/30/2015 – Earned Interest \$132,254.98 – Earned Interest Rate 0.8595%



Mono County
Portfolio Holdings by Security Sector
As of December 31, 2015

Description	Settlement Date	Cost Basis	Face Amount/Shares	Market Value	Coupon Rate	YTM @ Cost	Maturity Date	Days To Maturity	Credit Rating	Accrued Interest	% of Portfolio
Cash											
Oak Valley Bank Cash	2/28/2009	4,880,835.26	4,880,835.26	4,880,835.26	0.5	0.5	N/A	1	None		6.54
Sub Total / Average		4,880,835.26	4,880,835.26	4,880,835.26	0.5	0.5		1		0	6.54
LAIF											
Local Agency Investment Fund LGIP-Quarterly	7/1/2014	28,703,579.05	28,703,579.05	28,703,579.05	0.4	0.4	N/A	1	NR	31,663.64	38.43
Sub Total / Average		28,703,579.05	28,703,579.05	28,703,579.05	0.4	0.4		1		31,663.64	38.43
Financial System Loan-Mono County											
Financial System Loan-Mono County 1.25 6/30/2019	2/24/2015	152,987.18	152,987.18	152,987.18	1.25	1.25	6/30/2019	1277	None	0	0.2
Sub Total / Average		152,987.18	152,987.18	152,987.18	1.25	1.25		1277		0	0.2
CD Negotiable											
SANTANDER BK NATL ASSN 0.5 2/25/2016	2/25/2015	245,000.00	245,000.00	244,992.65	0.5	0.5	2/25/2016	56	None	1,037.05	0.33
EVERBANK JACKSONVILLE FLA 0.5 2/26/2016	2/27/2015	245,000.00	245,000.00	244,992.65	0.5	0.5	2/26/2016	57	None	1,030.34	0.33
TRANSPORTATION ALLIANCE BK 0.5 3/4/2016	3/6/2015	245,000.00	245,000.00	244,990.20	0.5	0.5	3/4/2016	64	None	1,006.85	0.33
AMBOY NATL BANK 0.5 3/4/2016	3/4/2015	245,000.00	245,000.00	244,990.20	0.5	0.5	3/4/2016	64	None	1,013.56	0.33
CUSTOMERS BK PHOENIXVILLE PA 0.5 3/29/2016	6/29/2015	245,000.00	245,000.00	244,946.10	0.5	0.5	3/29/2016	89	None	620.89	0.33
CURRIE ST BK CURRIE MN 0.6 7/29/2016	1/29/2015	245,000.00	245,000.00	245,046.55	0.6	0.6	7/29/2016	211	None	120.82	0.33
UNITED BK VERNON ROCKVILLE CT 0.6 8/2/2016	2/2/2015	245,000.00	245,000.00	245,009.80	0.6	0.6	8/2/2016	215	None	608.14	0.33
FRANKLIN SYNERGY BANK FRANKLIN TN 0.5 8/10/2016	6/10/2015	245,000.00	245,000.00	244,804.00	0.5	0.5	8/10/2016	223	None	70.48	0.33
COMPASS BK BIRMINGHAM ALA 0.55 8/29/2016	5/29/2015	245,000.00	245,000.00	244,752.55	0.55	0.55	8/29/2016	242	None	118.14	0.33
SAFER NATIONAL BANK OF NEW YORK 0.5 9/1/2016	6/1/2015	245,000.00	245,000.00	244,742.75	0.5	0.5	9/1/2016	245	None	100.68	0.33
MERCANTIL COMMERCEBANK 0.65 9/27/2016	3/27/2015	245,000.00	245,000.00	244,867.70	0.65	0.65	9/27/2016	271	None	414.49	0.33
BERKSHIRE BK PITTSFIELD MA 0.65 9/30/2016	3/31/2015	245,000.00	245,000.00	244,892.20	0.65	0.65	9/30/2016	274	None	401.4	0.33
MERRICK BK SOUTH JORDAN UTAH 0.85 1/30/2017	1/30/2015	245,000.00	245,000.00	245,102.90	0.85	0.85	1/30/2017	396	None	17.12	0.33
SYNOVUS BANK 0.85 2/6/2017	2/5/2015	245,000.00	245,000.00	245,151.90	0.85	0.85	2/6/2017	403	None	844.41	0.33
ISABELLA BANK 0.75 3/28/2017	5/28/2015	245,000.00	245,000.00	244,272.35	0.75	0.75	3/28/2017	453	None	15.1	0.33
BANK NORTH CAROLINA THOMASVILLE NC 1 6/30/2017	6/30/2015	245,000.00	245,000.00	244,287.05	1	1	6/30/2017	547	None	6.71	0.33
BMW Bank of North America 1.35 1/23/2018	1/23/2015	245,000.00	245,000.00	244,137.60	1.35	1.35	1/23/2018	754	None	1,458.92	0.33
1st SOURCE BANK 1.15 1/30/2018	6/30/2015	245,000.00	245,000.00	243,101.25	1.15	1.15	1/30/2018	761	None	7.72	0.33
CAPITAL BK LITTLE ROCK 0.9 2/28/2018	5/29/2015	245,000.00	245,000.00	243,003.25	0.9	0.9	2/28/2018	790	None	12.08	0.33
MIDDLETON COMMUNITY BANK 1.4 11/27/2018	1/27/2015	245,000.00	245,000.00	245,257.25	1.4	1.4	11/27/2018	1062	None	37.59	0.33
FLUSHING BANK NY 1.8 12/10/2018	12/10/2014	245,000.00	245,000.00	243,559.40	1.8	1.8	12/10/2018	1075	None	193.32	0.33
FREEDOM FIN BK W DES MOINES 1.5 7/26/2019	1/27/2015	245,000.00	245,000.00	245,083.30	1.5	1.5	7/26/2019	1303	None	40.27	0.33
CONNECTICUT BK ENGLEWOOD 1.55 7/29/2019	1/28/2015	245,000.00	245,000.00	245,061.25	1.55	1.55	7/29/2019	1306	None	31.21	0.33
MAHOPAC NATL BK NY 1.45 7/30/2019	1/30/2015	245,000.00	245,000.00	244,970.60	1.45	1.45	7/30/2019	1307	None	1,498.86	0.33
COMMERCE ST BK WEST BEND WIS 1.65 9/26/2019	6/26/2015	245,000.00	245,000.00	241,920.35	1.65	1.65	9/26/2019	1365	None	55.38	0.33
UNITY BK CLINTON NJ 1.5 9/26/2019	5/26/2015	245,000.00	245,000.00	241,822.35	1.5	1.5	9/26/2019	1365	None	50.34	0.33
CIT BK SALT LAKE CITY 2.25 11/26/2019	1/26/2014	245,000.00	245,000.00	245,712.95	2.25	2.25	11/26/2019	1426	None	528.6	0.33
CAPITAL ONE BANK USA NATL ASSN 1.8 1/22/2020	1/26/2015	245,000.00	245,000.00	244,789.30	1.8	1.8	1/22/2020	1483	None	1,957.32	0.33
SYNCHRONY BANK 2 3/20/2020	3/20/2015	245,000.00	245,000.00	242,809.70	2	2	3/20/2020	1541	None	1,369.32	0.33
Third Federal Savings and Loan Assn. of Cleveland	3/26/2015	245,000.00	245,000.00	243,054.70	1.8	1.8	3/26/2020	1547	None	1,159.89	0.33
GOLDMAN SACHS BK USA NEW YORK 1.9 4/22/2020	5/5/2015	244,387.50	245,000.00	242,380.95	1.9	1.953	4/22/2020	1574	None	892.74	0.33
AMERICAN EXPRESS CENTURION BK 1.85 4/29/2020	4/29/2015	245,000.00	245,000.00	242,329.50	1.85	1.85	4/29/2020	1581	None	782.32	0.33
DISCOVER BK GREENWOOD DEL 1.9 5/6/2020	5/6/2015	245,000.00	245,000.00	242,282.95	1.9	1.9	5/6/2020	1588	None	701.44	0.33
Sub Total / Average		8,084,387.50	8,085,000.00	8,059,118.20	1.144	1.146		777		18,203.50	10.83



Mono County
Portfolio Holdings by Security Sector
As of December 31, 2015

Description	Settlement Date	Cost Basis	Face Amount/Shares	Market Value	Coupon Rate	YTM @ Cost	Maturity Date	Days To Maturity	Credit Rating	Accrued Interest	% of Portfolio
Corporate Bonds											
Pfizer Inc 0.9 1/15/2017-14	1/15/2014	498,085.00	500,000.00	499,020.00	0.9	1.03	1/15/2017	381	Moody's-A1	2,075.00	0.67
US Bancorp 1.65 5/15/2017	5/11/2012	502,365.00	500,000.00	501,510.00	1.65	1.551	5/15/2017	501	Moody's-A1	1,054.17	0.67
Union Bank 2.125 6/16/2017	1/9/2013	517,250.00	500,000.00	503,095.00	2.125	1.322	6/16/2017	533	Moody's-A2	442.71	0.67
Intel Corp 1.35 12/15/2017-14	5/27/2014	502,250.00	500,000.00	500,665.00	1.35	1.22	12/15/2017	715	Moody's-A1	300	0.67
Wells Fargo 1.5 1/16/2018	5/14/2013	502,950.00	500,000.00	497,870.00	1.5	1.369	1/16/2018	747	Moody's-A2	3,437.50	0.67
General Electric Cap Corp 1.625 4/2/2018	5/14/2013	506,735.00	500,000.00	501,635.00	1.625	1.339	4/2/2018	823	Moody's-A1	2,008.68	0.67
Apple Inc 1.5 3/3/2018	5/15/2013	497,300.00	500,000.00	495,940.00	1	1.112	5/3/2018	854	Moody's-Aa1	805.56	0.67
JPMORGAN CHASE 2.35 1/28/2019	4/14/2015	1,021,450.00	1,000,000.00	1,004,240.00	2.35	1.762	1/28/2019	1124	S&P-A	9,987.50	1.34
MICROSOFT CORP 2 11/3/2020-20	12/28/2015	501,580.00	500,000.00	500,140.00	2	1.931	11/3/2020	1769	Moody's-Aaa	1,611.11	0.67
Sub Total / Average		5,049,965.00	5,000,000.00	5,004,115.00	1.685	1.44		857		21,722.23	6.69
Municipal Bonds											
Oceanside CA ISD 4.5 5/1/2016	6/3/2011	470,338.30	445,000.00	450,535.80	4.5	3.237	5/1/2016	122	Moody's-Aa3	3,337.50	0.6
Oceanside CA ISD 4.5 5/1/2016	7/23/2012	1,111,813.00	995,000.00	1,007,377.80	4.5	1.3	5/1/2016	122	Moody's-Aa3	7,462.50	1.33
SUISUN CITY CA REDEV AGY 1 10/1/2016	1/14/2015	1,030,217.25	1,025,000.00	1,024,774.50	1	0.701	10/1/2016	275	S&P-A+	2,562.50	1.37
La Mesa Spring Valley SD 1.886 8/1/2017	5/1/2014	502,920.00	500,000.00	500,975.00	1.886	1.7	8/1/2017	579	Moody's-A1	3,929.17	0.67
Lake Tahoe Unified School District 0 8/1/2017	11/19/2014	619,567.00	650,000.00	634,237.50	0	1.3	8/1/2017	579	Moody's-A1	0	0.87
Solano Co Community College 1.384 8/1/2017	5/27/2014	252,210.00	250,000.00	250,200.00	1.384	1.1	8/1/2017	579	Moody's-Aa3	1,441.67	0.33
Union School District CA 1.573 9/1/2017	11/29/2012	506,270.00	500,000.00	502,465.00	1.573	1.3	9/1/2017	610	Moody's-Aa1	2,621.67	0.67
El Monte CA School District GO 1.698 5/1/2018	6/12/2014	503,340.00	500,000.00	503,500.00	1.698	1.521	5/1/2018	852	S&P-AA	1,415.00	0.67
WALNUT VALLEY CA USD 2 8/1/2018	6/26/2015	507,500.00	500,000.00	504,850.00	2	1.502	8/1/2018	944	Moody's-Aa2	4,166.67	0.67
N ORANGE CNTY CA CMNTY CLG DIST 1.54 8/1/2018	10/15/2015	604,764.00	600,000.00	600,648.00	1.54	1.25	8/1/2018	944	Moody's-Aa1	3,850.00	0.8
Sub Total / Average		6,108,939.55	5,965,000.00	5,979,563.60	2.071	1.397		509		30,786.68	7.99
US Agency											
FHLMC 0.625 11/1/2016	10/19/2012	1,997,580.00	2,000,000.00	1,997,320.00	0.625	0.655	11/1/2016	306	Moody's-Aaa	2,083.33	2.68
FNMA Step 12/27/2017-13	12/27/2012	2,000,000.00	2,000,000.00	1,996,140.00	0.875	1.08	12/27/2017	727	Moody's-Aaa	194.44	2.68
FHLMC 1.2 2/23/2018-16	11/23/2015	999,500.00	1,000,000.00	995,020.00	1	1.023	2/23/2018	785	Moody's-Aaa	1,055.56	1.34
FHLB 1.35 9/28/2018-16	12/28/2015	999,500.00	1,000,000.00	999,020.00	1.35	1.368	9/28/2018	1002	Moody's-Aaa	112.5	1.34
FHLMC 1.375 9/28/2018-16	12/31/2015	999,250.00	1,000,000.00	999,070.00	1.375	1.402	9/28/2018	1002	Moody's-Aaa	3,552.08	1.34
FHLMC 1.375 11/27/2018-15	5/27/2015	999,650.00	1,000,000.00	1,001,190.00	1.375	1.385	11/27/2018	1062	Moody's-Aaa	1,298.61	1.34
FHLMC 1.4 11/28/2018-15	5/28/2015	999,250.00	1,000,000.00	998,330.00	1.4	1.422	11/28/2018	1063	Moody's-Aaa	1,283.33	1.34
FHLMC 1.5 2/21/2019-15	5/21/2015	2,000,000.00	2,000,000.00	2,002,640.00	1.5	1.5	2/21/2019	1148	Moody's-Aaa	10,833.33	2.68
FHLMC 1.75 5/30/2019	12/31/2015	1,007,770.00	1,000,000.00	1,007,500.00	1.75	1.516	5/30/2019	1246	Moody's-Aaa	1,458.33	1.34
FHLMC 1.625 6/28/2019-16	12/31/2015	899,325.00	900,000.00	899,136.00	1.625	1.647	6/28/2019	1275	Moody's-Aaa	121.88	1.21
FHLMC 1.625 6/28/2019-16	12/28/2015	1,000,000.00	1,000,000.00	999,560.00	1.625	1.625	6/28/2019	1275	Moody's-Aaa	135.42	1.34
FHLB 1.4 10/8/2019-16	10/8/2015	999,000.00	1,000,000.00	984,550.00	1.4	1.426	10/8/2019	1377	Moody's-Aaa	3,227.78	1.34
FHLMC 1.65 11/15/2019-13	2/23/2015	992,644.90	1,000,000.00	992,600.00	1.65	1.813	11/15/2019	1415	Moody's-Aaa	2,108.33	1.34
FNMA 1.625 1/21/2020	6/24/2015	997,400.00	1,000,000.00	996,230.00	1.625	1.684	1/21/2020	1482	S&P-AA+	7,222.22	1.34
FHLMC 2 6/29/2020-15	6/29/2015	1,000,000.00	1,000,000.00	995,310.00	2	2	6/29/2020	1642	Moody's-Aaa	111.11	1.34
FFCB 1.86 9/22/2020-16	12/31/2015	999,690.00	1,000,000.00	999,500.00	1.86	1.867	9/22/2020	1727	Moody's-Aaa	5,115.00	1.34
FFCB 1.86 9/22/2020-16	12/23/2015	1,000,000.00	1,000,000.00	999,500.00	1.86	1.86	9/22/2020	1727	Moody's-Aaa	5,115.00	1.34
FNMA 1.5 11/30/2020	12/31/2015	983,000.00	1,000,000.00	982,230.00	1.5	1.863	11/30/2020	1796	S&P-AA+	1,250.00	1.34
FNMA 1.875 12/28/2020	12/31/2015	1,000,000.00	1,000,000.00	999,460.00	1.875	1.875	12/28/2020	1824	Moody's-Aaa	156.25	1.34
Sub Total / Average		21,873,559.90	21,900,000.00	21,844,306.00	1.42	1.465		1184		46,434.50	29.32
Total / Average		74,854,253.44	74,687,401.49	74,624,504.29	1.008	0.95		592		148,810.55	100



Mono County Transaction Summary by Action All Portfolios

Begin Date: 11/30/2015, End Date: 12/31/2015

Action	Settlement Date	CUSIP	Description	Face Amount / Shares	Purchase Price	Principal	Interest / Dividends	YTM @ Cost	Total
Buy Transactions									
Buy	12/23/2015	3133EFEG8	FFCB 1.86 9/22/2020-16	1,000,000.00	100.00	1,000,000.00	4,701.67	1.86	1,004,701.67
Buy	12/28/2015	594918BG8	MICROSOFT CORP 2 11/3/2020-20	500,000.00	100.32	501,580.00	1,527.78	1.93	503,107.78
Buy	12/28/2015	3134G8CJ6	FHLMC 1.625 6/28/2019-16	1,000,000.00	100.00	1,000,000.00	0.00	1.63	1,000,000.00
Buy	12/28/2015	3130A6UU9	FHLB 1.35 9/28/2018-16	1,000,000.00	99.95	999,500.00	0.00	1.37	999,500.00
Buy	12/31/2015	3135G0F73	FNMA 1.5 11/30/2020	1,000,000.00	98.30	983,000.00	1,250.00	1.86	984,250.00
Buy	12/31/2015	3133EFEG8	FFCB 1.86 9/22/2020-16	1,000,000.00	99.97	999,690.00	5,115.00	1.87	1,004,805.00
Buy	12/31/2015	3135G0H55	FNMA 1.875 12/28/2020	1,000,000.00	100.00	1,000,000.00	156.25	1.88	1,000,156.25
Buy	12/31/2015	3134G7SK8	FHLMC 1.375 9/28/2018-16	1,000,000.00	99.93	999,250.00	3,552.08	1.40	1,002,802.08
Buy	12/31/2015	3137EADG1	FHLMC 1.75 5/30/2019	1,000,000.00	100.78	1,007,770.00	1,458.33	1.52	1,009,228.33
Buy	12/31/2015	3134G8AE9	FHLMC 1.625 6/28/2019-16	900,000.00	99.93	899,325.00	121.88	1.65	899,446.88
Subtotal				9,400,000.00		9,390,115.00	17,882.99		9,407,997.99
Deposit	12/1/2015	LAIF6000Q	Local Agency Investment Fund LGIP-Quarterly	1,000,000.00	100.00	1,000,000.00	0.00	0.00	1,000,000.00
Deposit	12/4/2015	LAIF6000Q	Local Agency Investment Fund LGIP-Quarterly	1,500,000.00	100.00	1,500,000.00	0.00	0.00	1,500,000.00
Deposit	12/7/2015	LAIF6000Q	Local Agency Investment Fund LGIP-Quarterly	2,000,000.00	100.00	2,000,000.00	0.00	0.00	2,000,000.00
Deposit	12/8/2015	LAIF6000Q	Local Agency Investment Fund LGIP-Quarterly	5,000,000.00	100.00	5,000,000.00	0.00	0.00	5,000,000.00
Deposit	12/10/2015	LAIF6000Q	Local Agency Investment Fund LGIP-Quarterly	2,500,000.00	100.00	2,500,000.00	0.00	0.00	2,500,000.00
Deposit	12/11/2015	LAIF6000Q	Local Agency Investment Fund LGIP-Quarterly	1,500,000.00	100.00	1,500,000.00	0.00	0.00	1,500,000.00
Deposit	12/15/2015	LAIF6000Q	Local Agency Investment Fund LGIP-Quarterly	4,000,000.00	100.00	4,000,000.00	0.00	0.00	4,000,000.00
Deposit	12/17/2015	OAKVALLEY0670	Oak Valley Bank Cash	701.08	100.00	701.08	0.00	0.00	701.08
Deposit	12/31/2015	OAKVALLEY0670	Oak Valley Bank Cash	1,207.24	100.00	1,207.24	0.00	0.00	1,207.24
Deposit	12/31/2015	OAKVALLEY0670	Oak Valley Bank Cash	44,412,199.31	100.00	44,412,199.31	0.00	0.00	44,412,199.31
Subtotal				61,914,107.63		61,914,107.63	0.00		61,914,107.63
Total Buy Transactions				71,314,107.63		71,304,222.63	17,882.99		71,322,105.62
Interest/Dividends									
Interest	12/1/2015	23130SCQ4	CURRIE ST BK CURRIE MN 0.6 7/29/2016	0.00		0.00	120.82	0.00	120.82



Mono County Transaction Summary by Action All Portfolios

Begin Date: 11/30/2015, End Date: 12/31/2015

Action	Settlement Date	CUSIP	Face Amount / Shares	Description	Purchase Price	Principal	Interest / Dividends	YTM @ Cost	Total
Interest	12/1/2015	78658QNS8	0.00	SAFRA NATIONAL BANK OF NEW YORK 0.5 9/1/2016		0.00	614.18	0.00	614.18
Interest	12/10/2015	35471TBU5	0.00	FRANKLIN SYNERGY BANK FRANKLIN TN 0.5 8/10/2016		0.00	100.69	0.00	100.69
Interest	12/15/2015	458140AL4	0.00	Intel Corp 1.35 12/15/2017-14		0.00	3,375.00	0.00	3,375.00
Interest	12/15/2015	34387ABA6	0.00	FLUSHING BANK N Y 1.8 12/10/2018		0.00	362.47	0.00	362.47
Interest	12/16/2015	90520EAE1	0.00	Union Bank 2.125 6/16/2017		0.00	5,312.50	0.00	5,312.50
Interest	12/17/2015	OAKVALLEY0670	0.00	Oak Valley Bank Cash		0.00	701.08	0.00	701.08
Interest	12/26/2015	20070PHK6	0.00	COMMERCE ST BK WEST BEND WIS 1.65 9/26/2019		0.00	332.26	0.00	332.26
Interest	12/26/2015	91330ABA4	0.00	UNITY BK CLINTON NJ 1.5 9/26/2019		0.00	302.05	0.00	302.05
Interest	12/27/2015	3136G14Y2	0.00	FNMA Step 12/27/2017-13		0.00	7,500.00	0.00	7,500.00
Interest	12/27/2015	35637RCQ8	0.00	FREEDOM FIN BK W DES MOINES 1.5 7/26/2019		0.00	302.05	0.00	302.05
Interest	12/27/2015	596689EC9	0.00	MIDDLETON COMMUNITY BANK 1.4 11/27/2018		0.00	281.92	0.00	281.92
Interest	12/28/2015	20786ABA2	0.00	CONNECTONE BK ENGLEWOOD 1.55 7/29/2019		0.00	312.12	0.00	312.12
Interest	12/28/2015	59013JDB2	0.00	MERRICK BK SOUTH JORDAN UTAH 0.85 1/30/2017		0.00	171.16	0.00	171.16
Interest	12/28/2015	464209CD5	0.00	ISABELLA BANK 0.75 3/28/2017		0.00	151.03	0.00	151.03
Interest	12/29/2015	3134G6V42	0.00	FHLMC 2 6/29/2020-15		0.00	10,000.00	0.00	10,000.00
Interest	12/29/2015	139797FF6	0.00	CAPITAL BK LITTLE ROCK 0.9 2/28/2018		0.00	181.23	0.00	181.23
Interest	12/30/2015	33646CFD1	0.00	1st SOURCE BANK 1.15 1/30/2018		0.00	1,412.61	0.00	1,412.61
Interest	12/30/2015	06414QVT3	0.00	BANK NORTH CAROLINA THOMASVILLE NC 1 6/30/2017		0.00	201.37	0.00	201.37
Interest	12/31/2015	LAIF6000Q	0.00	Local Agency Investment Fund LGIP- Quarterly		0.00	29,245.50	0.00	29,245.50
Interest	12/31/2015	LOAN2015	0.00	Financial System Loan-Mono County 1.25 6/30/2019		0.00	417.88	0.00	417.88
Interest	12/31/2015	OAKVALLEY0670	0.00	Oak Valley Bank Cash		0.00	1,207.24	0.00	1,207.24
Subtotal			0.00			0.00	62,605.16	0.00	62,605.16
Total Interest/Dividends			0.00			0.00	62,605.16	0.00	62,605.16
Sell Transactions									
Principal Pay Down	12/31/2015	LOAN2015	11,332.54	Financial System Loan-Mono County 1.25 6/30/2019	0.00	11,332.54	0.00	0.00	11,332.54



Mono County Transaction Summary by Action All Portfolios

Begin Date: 11/30/2015, End Date: 12/31/2015

Action	Settlement Date	CUSIP	Face Amount / Shares	Description	Purchase Price	Principal	Interest / Dividends	YTM @ Cost	Total
	Subtotal		11,332.54			11,332.54	0.00		11,332.54
Withdraw	12/23/2015	LAIF6000Q	10,000,000.00	Local Agency Investment Fund LGIP-Quarterly	0.00	10,000,000.00	0.00	0.00	10,000,000.00
Withdraw	12/28/2015	LAIF6000Q	3,500,000.00	Local Agency Investment Fund LGIP-Quarterly	0.00	3,500,000.00	0.00	0.00	3,500,000.00
Withdraw	12/31/2015	LAIF6000Q	7,600,000.00	Local Agency Investment Fund LGIP-Quarterly	0.00	7,600,000.00	0.00	0.00	7,600,000.00
Withdraw	12/31/2015	OAKVALLEY0670	45,917,915.57	Oak Valley Bank Cash	0.00	45,917,915.57	0.00	0.00	45,917,915.57
	Subtotal		67,017,915.57			67,017,915.57	0.00		67,017,915.57
Total Sell Transactions						67,029,248.11	0.00		67,029,248.11



Mono County

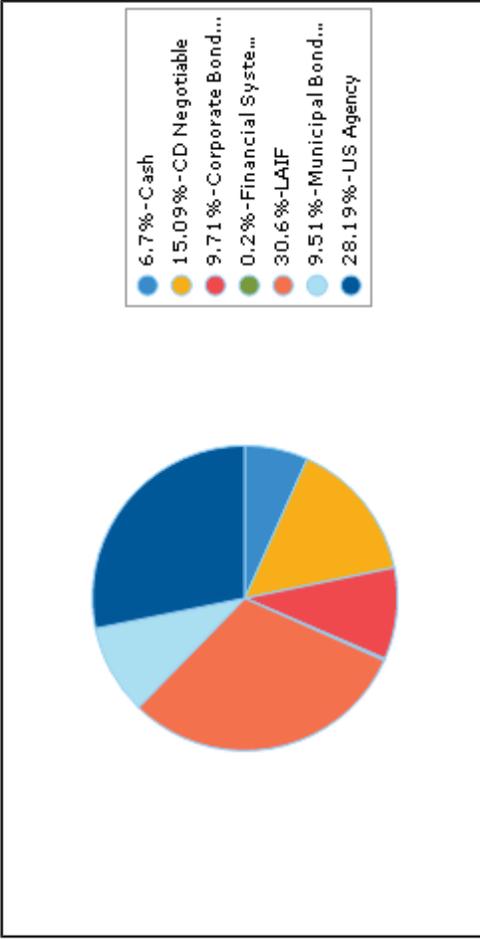
Distribution by Asset Category - Market Value

All Portfolios

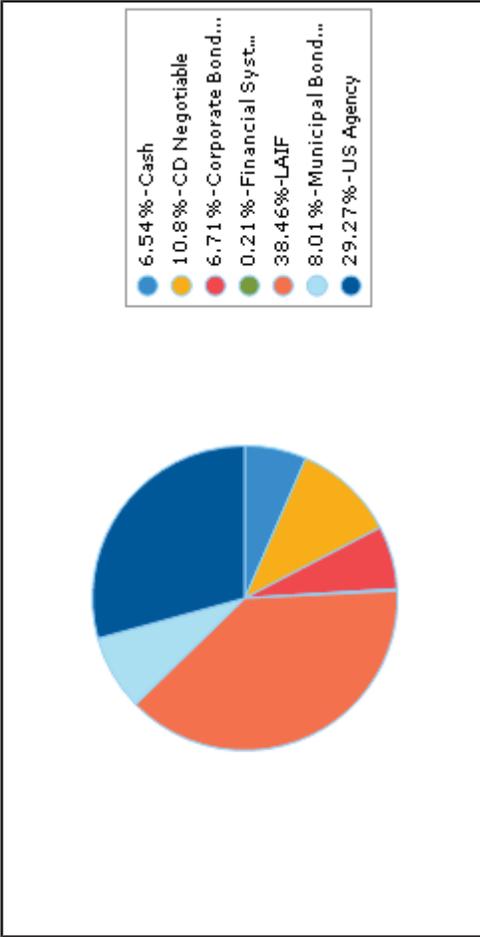
Begin Date: 9/30/2015, End Date: 12/31/2015

Asset Category Allocation			
Asset Category	Market Value 9/30/2015	% of Portfolio 9/30/2015	Market Value 12/31/2015
Cash	3,806,378.49	6.70	4,880,835.26
CD Negotiable	8,576,346.55	15.09	8,059,118.20
Corporate Bonds	5,519,345.00	9.71	5,004,115.00
Financial System Loan-Mono County	116,528.98	0.20	152,987.18
LAIF	17,394,422.85	30.60	28,703,579.05
Municipal Bonds	5,407,179.90	9.51	5,979,563.60
US Agency	16,024,670.00	28.19	21,844,306.00
Total / Average	56,844,871.77	100.00	74,624,504.29

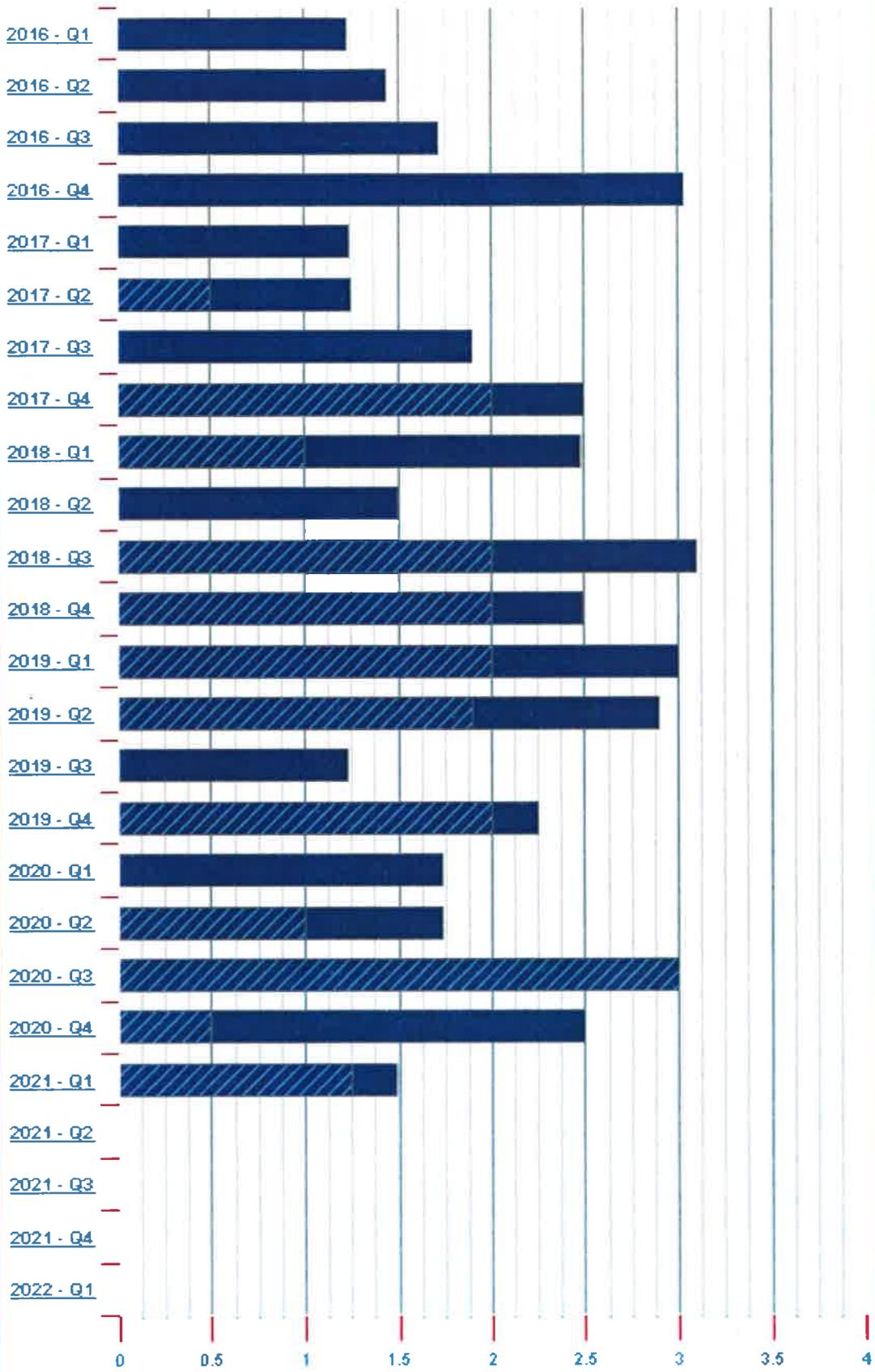
Portfolio Holdings as of 9/30/2015



Portfolio Holdings as of 12/31/2015



Maturity Distribution



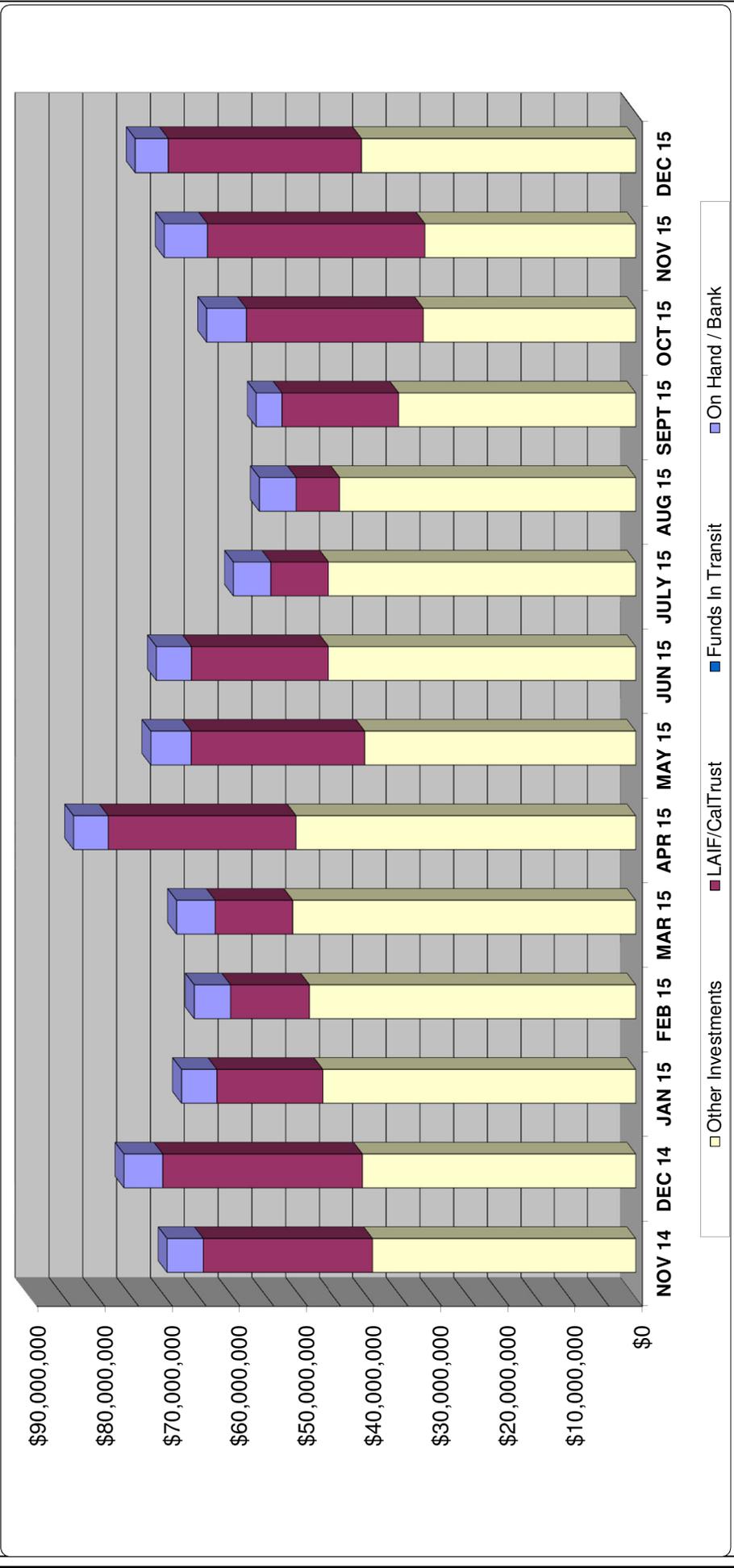
Amount (In Millions)

- Positions
- Not Settled
- Current Order
- ▨ Callable

As of 1/22/2016

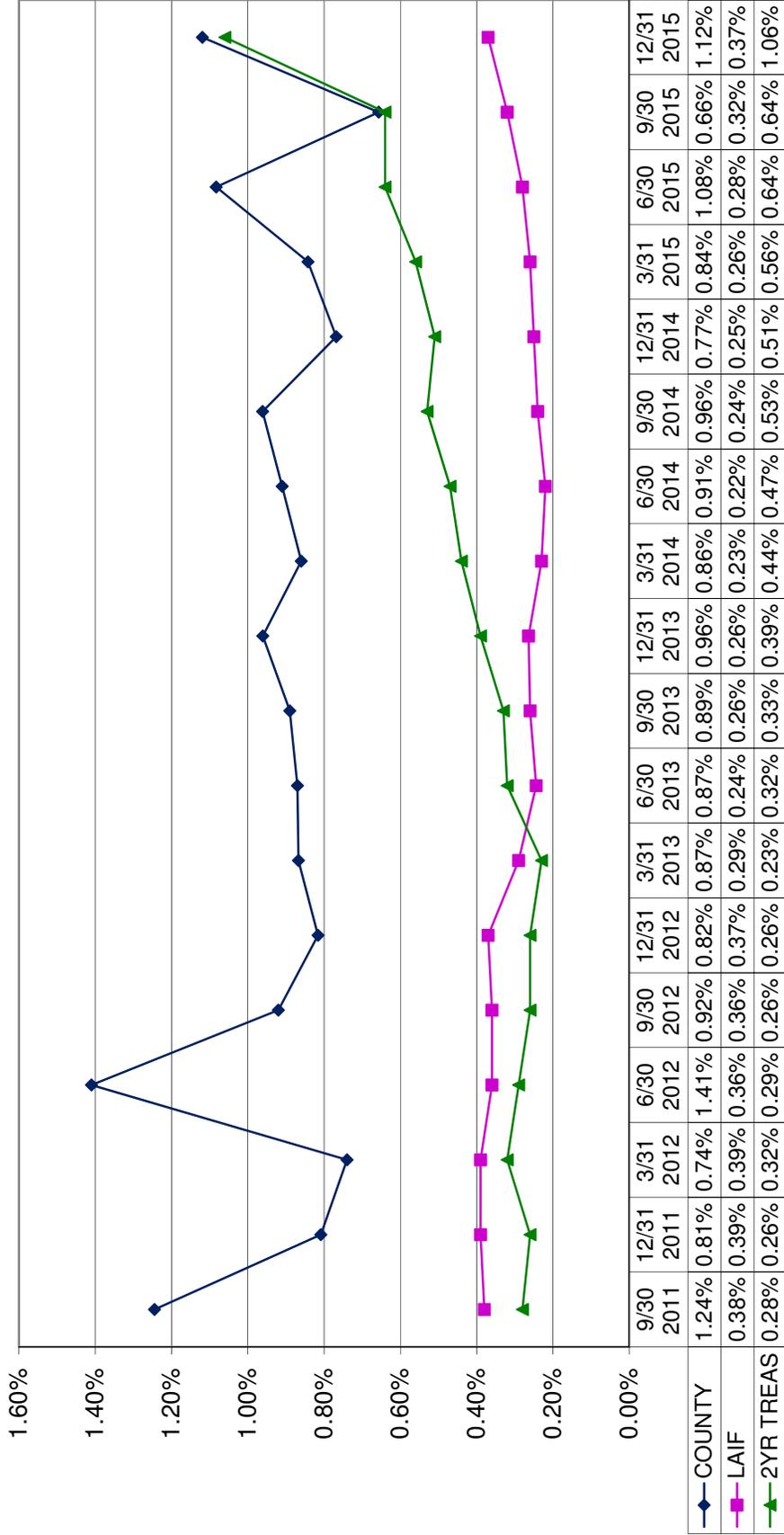
TREASURY CASH BALANCES AS OF THE LAST DAY OF THE MOST RECENT 14 MONTHS

	NOV 14	DEC 14	JAN 15	FEB 15	MAR 15	APR 15	MAY 15	JUN 15	JULY 15	AUG 15	SEPT 15	OCT 15	NOV 15	DEC 15
On Hand / Bank	\$5,344,249	\$5,732,310	\$5,218,900	\$5,362,148	\$5,704,361	\$5,109,379	\$5,966,169	\$5,182,607	\$5,527,852	\$5,438,684	\$3,806,378	\$5,871,008	\$6,384,643	\$4,880,835
Funds In Transit														
LAI/CalTrust	\$25,150,303	\$29,650,303	\$15,666,369	\$11,666,369	\$11,466,369	\$27,777,104	\$25,777,104	\$20,277,104	\$8,544,423	\$6,544,423	\$17,394,423	\$26,303,579	\$32,303,579	\$28,703,579
Other Investments	\$39,320,000	\$40,815,000	\$46,800,000	\$48,780,000	\$51,250,000	\$50,760,000	\$40,480,000	\$45,950,000	\$45,950,000	\$44,200,000	\$35,450,000	\$31,800,000	\$31,550,000	\$40,950,000
TOTAL	\$69,814,552	\$76,197,613	\$67,685,269	\$65,808,517	\$68,420,730	\$83,646,483	\$72,223,273	\$71,409,711	\$60,022,275	\$56,183,107	\$56,650,801	\$63,974,587	\$70,238,222	\$74,534,414



MATURITIES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
Calendar Year 2016		\$490,000.00	\$735,000.00		\$1,440,000.00		\$245,000.00	\$735,000.00	\$735,000.00	\$1,025,000.00	\$2,000,000.00		\$7,405,000.00
Calendar Year 2017	\$745,000.00	\$245,000.00	\$245,000.00		\$500,000.00	\$745,000.00		\$1,400,000.00	\$500,000.00			\$2,500,000.00	\$6,880,000.00
Calendar Year 2018	\$990,000.00	\$1,245,000.00		\$500,000.00	\$1,000,000.00			\$1,100,000.00	\$2,000,000.00		\$2,245,000.00	\$245,000.00	\$9,325,000.00
Calendar Year 2019	\$1,000,000.00	\$2,000,000.00			\$1,000,000.00	\$1,900,000.00			\$490,000.00	\$1,000,000.00	\$1,245,000.00		\$9,370,000.00
Calendar Year 2020	\$1,245,000.00			\$490,000.00	\$245,000.00	\$1,000,000.00			\$2,000,000.00		\$1,500,000.00	\$1,000,000.00	\$7,970,000.00
Calendar Year 2021													\$0.00
TOTAL													\$40,950,000.00

**MONO COUNTY TREASURY POOL
QUARTERLY YIELD COMPARISON**





**OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS**

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

Departments: Community Development

TIME REQUIRED 20 minutes (5 minute presentation;
15 minute discussion) **PERSONS APPEARING BEFORE THE BOARD** Scott Burns

SUBJECT Regional Planning Advisory
Committee Procedures

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Consider Amendment to Regional Planning Advisory Committee Purpose and Procedures.

RECOMMENDED ACTION:

Adopt amendment to Regional Planning Advisory Committee Purpose and Procedures, and provide any desired direction to staff.

FISCAL IMPACT:

The costs of RPAC administration is included in the Planning budget and, to the extent feasible, are covered by grant funds.

CONTACT NAME: Scott Burns

PHONE/EMAIL: 760.924.1807 / sburns@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
**PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING**

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
staff report
Draft revised policy and procedures
Final revised policy and procedures

History

Time	Who	Approval
1/27/2016 6:50 PM	County Administrative Office	Yes
2/1/2016 5:17 PM	County Counsel	Yes
2/3/2016 2:08 PM	Finance	Yes

Mono County Community Development Department

P.O. Box 347
Mammoth Lakes, CA 93546
(760) 924-1800, fax 924-1801
www.monocounty.ca.gov

P.O. Box 8
Bridgeport, CA 93517
(760) 932-5420, fax 932-5431
www.monocounty.ca.gov

February 9, 2016

TO: Honorable Chair and Members of the Board of Supervisors
FROM: Scott Burns, Director
RE: REGIONAL PLANNING ADVISORY COMMITTEE PURPOSE AND PROCEDURES

RECOMMENDATION

Adopt amendment to RPAC Purpose and Procedures, and provide any desired direction to staff.

FISCAL IMPACT

The costs of RPAC administration are included in the Planning budget and to the extent feasible, are covered by grant funds.

DISCUSSION

As a follow-up to the January 12, 2016 Board of Supervisors' workshop, the attached changes have been drafted to reflect Board consensus. These changes address clarification of:

- size of RPACs;
- term of RPAC membership;
- application requirement for prospective RPAC members;
- roles and authority for membership recommendations and appointments; and
- RPAC bylaw ratification by the Board of Supervisors.

The attached amendment also includes several administrative corrections, such as eliminating a reference to an RPAC budget that no longer exists. Related issues such as the definition and nature of community forums, town halls, and other outreach meetings will be addressed in a future Board agenda item.

Please call Scott Burns at 924.1807 if you have questions concerning this matter.

ATTACHMENT

- Proposed 2/9/16 RPAC Purpose and Procedures Amendment
- Mono County Regional Planning Advisory Committees Purpose and Procedures

Regional Planning Advisory Committees

PO Box 347
Mammoth Lakes, CA 93546
760-924-1800 phone, 924-1801 fax
commdev@mono.ca.gov

PO Box 8
Bridgeport, CA 93517
760-932-5420 phone, 932-5431 fax
www.monocounty.ca.gov

Draft Amendment to RPAC PURPOSE & PROCEDURES

Originally adopted by Mono County Board of Supervisors Sept. 1, 1998

Revised February 9, 2016

PURPOSE

The purpose of Mono County's Regional Planning Advisory Committees (RPACs) is to advise the Mono County Board of Supervisors, Planning Commission and Planning Division on the development, review, implementation and update of the Mono County General Plan and associated area/community Plans. In order to accomplish this purpose, the RPACs may:

1. Conduct and facilitate community planning meetings.
2. Provide assistance to the Mono County Planning Division and other County staff in identifying local planning issues, including community development constraints and opportunities.
3. Assist in preparing, reviewing and commenting on proposed community vision statements, planning policy and implementing ordinances affecting the local area, including proposals of Mono County, the Mono County Local Transportation Commission (LTC), the Mono County Collaborative Planning Team (CPT) and other requesting agencies.
4. Periodically (at least once a year) review the adequacy and applicability of local general plan policies.
5. Assist county staff in conducting planning studies in support of community planning efforts and plan implementation, including rezoning studies.
6. Review and comment on proposed plans and environmental studies prepared by other agencies that may impact the local area or conflict with existing community plans.
7. Assist in the development and review of capital improvement plans for Mono County, the LTC, and other requesting agencies.
8. Serve as a community forum and information clearinghouse on community planning issues.

MEMBERSHIP

~~Unless specifically established by the Mono County Board of Supervisors, each RPAC may establish its own membership requirements.~~ Membership should be open to all residents, business operators and landowners in a community area. To the greatest extent possible, RPACs should be composed of a representative cross section of community interests. ~~It is suggested that~~ Each RPAC shall consist of **five** to **15** members, **with four year staggered terms. Following submittal of a standard application, RPAC applicants shall be considered and recommended exclusively by the local supervisor and appointed by the Board of Supervisors.**

More on back...

STAFF SUPPORT

Mono County staff services for RPACs shall be coordinated by the Mono County Planning Division. Available staff services may include: agenda preparation; securing meeting locations; preparing press releases; posting and mailing agendas; preparing meeting notes/minutes; arranging for refreshments for special meetings; providing presentations on local planning matters; scheduling meeting speakers; preparing RPAC correspondence; and presenting RPAC positions to the Planning Commission, Board of Supervisors, LTC, CPT, and other agencies. Community assistance in providing RPAC support services is strongly encouraged. ~~Staff costs associated with RPACs should be recorded in the newly established RPAC budget unit of the Mono County budget.~~

MEETING GROUND RULES

Each RPAC should establish ~~ground rules~~ **bylaws** for the conduct of its meetings, **and RPAC bylaws shall be ratified by the Board of Supervisors**. All meetings should be conducted in compliance with the Brown Act. Meetings should also be conducted following common principles of fairness and respect. All in attendance should be given an opportunity to be heard. Each agenda shall include a public comment section during which planning-related items not on the agenda may be discussed.

Each RPAC should appoint a Chair, moderator, or facilitator from its membership to conduct meetings, and secretary from its membership to take meeting notes/minutes. Meetings should generally not exceed two hours in length. Meetings should be conducted at locations easily accessible to the general public, and at times convenient to the public. ~~Monday night meetings during football season should be avoided.~~ RPACs should meet periodically, on an as-needed basis, or set regular meetings dates, such as the second Thursday of each month. In some instances, RPAC meeting frequency may be limited due to constraints on Planning Division staffing levels or workload. The Planning Division may request RPACs to skip meetings or stagger meeting dates to accommodate staff limitations. It should be noted that RPAC staff support is provided to promote community involvement in the local planning process. The Chair is charged with conducting an orderly meeting that conforms to the agenda and purpose of the meeting.

RPAC RECOMMENDATIONS

RPAC recommendations should generally reflect a consensus. A consensus is not necessarily unanimous agreement, but rather is reached when everyone can live with a decision. When it is clear that opinions on an issue are divided, a vote may be necessary. Although voting is usually faster than building consensus, it often creates winners and losers; losers may feel left out or angry, which could lead to later community conflicts. Compromise and consensus are therefore preferred over formal votes.

Regional Planning Advisory Committees

PO Box 347
Mammoth Lakes, CA 93546
760-924-1800 phone, 924-1801 fax
commdev@mono.ca.gov

PO Box 8
Bridgeport, CA 93517
760-932-5420 phone, 932-5431 fax
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Revised by Board of Supervisors February 9, 2016

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4. Periodically (at least once a year) review the adequacy and applicability of local general plan policies.
5. Assist county staff in conducting planning studies in support of community planning efforts and plan implementation, including rezoning studies.
6. Review and comment on proposed plans and environmental studies prepared by other agencies that may impact the local area or conflict with existing community plans.
7. Assist in the development and review of capital improvement plans for Mono County, the LTC, and other requesting agencies.
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More on back...

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**OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS**

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

TIME REQUIRED

SUBJECT Closed Session--Human Resources

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Stacey Simon, Leslie Chapman, and Dave Butters. Employee Organization(s): Mono County Sheriff's Officers Association (aka Deputy Sheriff's Association), Local 39--majority representative of Mono County Public Employees (MCPE) and Deputy Probation Officers Unit (DPOU), Mono County Paramedic Rescue Association (PARA), Mono County Public Safety Officers Association (PSO), and Mono County Sheriff Department's Management Association (SO Mgmt). Unrepresented employees: All.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE COUNTY ADMINISTRATOR **PRIOR TO 5:00 P.M. ON THE FRIDAY 32 DAYS PRECEDING THE BOARD MEETING**

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

<p>Click to download</p> <p>No Attachments Available</p>
--

History

Time

Who

Approval



**OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS**

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

TIME REQUIRED

SUBJECT Closed Session - Existing Litigation

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION. Paragraph (1) of subdivision (d) of Government Code section 54956.9. Name of case: Inland Aquaculture Group v. Mono County et al.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

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History

Time

Who

Approval



**OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS**

REGULAR AGENDA REQUEST

Print

MEETING DATE February 9, 2016

TIME REQUIRED

SUBJECT Closed Session-- Public Employment

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

PUBLIC EMPLOYMENT. Government Code section 54957. Title: Finance Director.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SUBMIT THE ORIGINAL DOCUMENT WITH
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History

Time

Who

Approval