



AGENDA

BOARD OF SUPERVISORS, COUNTY OF MONO

STATE OF CALIFORNIA

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

Meeting Location: Board Chambers, 2nd Fl., County Courthouse, 278 Main St., Bridgeport, CA 93517

Regular Meeting

March 11, 2025

TRIBAL LAND ACKNOWLEDGMENT

In respect to the Indigenous People and Tribal Elders, past, and present, the Bridgeport Indian Colony, Mono Lake Kootzaduka'a Tribe, and Utu Utu Gwaitu Tribe are the Indigenous People who live within this, their ancestral homeland from time immemorial to the present and have been the caretakers of these lands, waters, and all natural resources for the benefit of the environment and of all living things. We who live in Mono County offer this land acknowledgment with a spirit of mutual respect and collaboration.

TELECONFERENCE INFORMATION

This meeting will be held in person at the location listed above. Additionally, a teleconference location will be available where the public and members of the Board may participate by electronic means.

1. Mammoth Teleconference Location – for meetings held on the first and second Tuesday of each month - Mono Lake Room of the Mono County Civic Center, First Floor, 1290 Tavern Road, Mammoth Lakes, CA. 93546;
 2. Bridgeport Teleconference Location – for meetings held on the third Tuesday of each Month - Mono County Courthouse, Second Floor Board Chambers, 278 Main Street, Bridgeport, CA. 93517;
 3. Zoom Webinar. Absent participation by a member of the Board under AB 2449, the Zoom Webinar is provided as a courtesy participation method but is not guaranteed.
- Members of the public may participate in person at the above listed locations, or, if available, via the Zoom Webinar, including listening to the meeting and providing public comment, by following the instructions below.

To join the meeting by computer:

Visit <https://monocounty.zoom.us/j/83537511698> or visit <https://www.zoom.us/>, click on "Join A Meeting" and enter the Zoom Webinar ID 835 3751 1698.

To provide public comment, press the "Raise Hand" button on your screen.

To join the meeting by telephone:

Dial (669) 900-6833, then enter Zoom Webinar 835 3751 1698

To provide public comment, press *9 to raise your hand and *6 to mute/unmute.

Additionally, if available, you may view the live stream of the meeting by visiting:

https://monocounty.granicus.com/MediaPlayer.php?publish_id=c3e9b929-0822-4611-8e6a-551b5fb41c5b

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) 932-5530 or bos@mono.ca.gov. 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 online at <http://monocounty.ca.gov/bos>. 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 and online.

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

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.) Please refer to the Teleconference Information section to determine how to make public comment for this meeting via Zoom.

2. RECOGNITIONS

A. Proclamation Designating the Month of March 2025 as General Aviation Appreciation Month

Departments: Board of Supervisors
10 minutes

(Sandra Moberly, County Administrative Officer) - Proclamation designating March 2025 as General Aviation Appreciation Month.

Recommended Action: Adopt the proposed proclamation designating March 2025 as General Aviation Appreciation Month.

Fiscal Impact: None.

B. Proclamation Designating the Month of March 2025 as Grand Jury Awareness Month

Departments: Board of Supervisors
10 minutes

(Chris Beck, County Counsel) - Proclamation designating March 2025 as Grand Jury Awareness Month.

Recommended Action: Adopt the proposed proclamation designating March 2025 as Grand Jury Awareness Month.

Fiscal Impact: None.

C. Proclamation Designating the Month of March 2025 as Multiple Sclerosis Awareness Month

Departments: Board of Supervisors

10 minutes

(Sandra Moberly, County Administrative Officer) - Proclamation designating March 2025 as Multiple Sclerosis Awareness Month.

Recommended Action: Adopt the proposed proclamation designating March 2025 as Multiple Sclerosis Awareness Month.

Fiscal Impact: None.

D. Proclamation Designating the Month of March 2025 as Red Cross Month

Departments: Health and Human Services - Social Services

10 minutes

(Cathy Young, Staff Services Manager) - Proclamation designating March 2025 as Red Cross Month.

Recommended Action: Adopt the proposed proclamation designating March 2025 as Red Cross Month.

Fiscal Impact: None.

E. Proclamation Designating the Month of March 2025 as Women's History Month

Departments: Board of Supervisors

10 minutes

(Sandra Moberly, County Administrative Officer) - Proclamation designating March 2025 as Women's History Month.

Recommended Action: Adopt the proposed proclamation designating March 2025 as Women's History Month.

Fiscal Impact: None.

3. COUNTY ADMINISTRATIVE OFFICER

CAO Report regarding Board Assignments

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

4. DEPARTMENT/COMMISSION REPORTS

Receive brief oral report on emerging issues and/or activities.

5. **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. Out-of-State Travel Authorization for 2025 National Association of Counties' (NACo) Western Interstate Region (WIR) Conference

Departments: Clerk of the Board

Out-of-state travel request for Chair Salcido, Supervisor Duggan, Supervisor Kreitz, and Supervisor Peters to attend the 2025 National Association of Counties' (NACo) Western Interstate Region (WIR) Conference in Pennington County, S.D.

Recommended Action: Approve out-of-state travel request for Chair Salcido, Supervisor Duggan, Supervisor Kreitz, and Supervisor Peters to attend the 2025 National Association of Counties' (NACo) Western Interstate Region (WIR) Conference in Pennington County, South Dakota from May 21–23, 2025.

Fiscal Impact: Up to \$3,000 per Supervisor for conference registration, hotel stay, and air travel, which is included in the Board of Supervisors' budget for FY 2024-25. Supervisor Peters' costs are paid for by California State Association of Counties (CSAC).

B. Planning Commission Re-Appointments

Departments: Community Development

Consider re-appointing current Planning Commissioners to a new four-year term expiring March 1, 2029.

Recommended Action:

- 1) Reappoint Roberta Lagomarsini, with term expiring March 1, 2029, to the Mono County Planning Commission as recommended by Supervisor Duggan;
- 2) Reappoint Scott Bush, with term expiring March 1, 2029, to the Mono County Planning Commission as recommended by Supervisor Peters; and
- 3) Reappoint Jora Fogg, with a term expiring March 1, 2029, to the Mono County Planning Commission as recommended by Supervisor McFarland.

Fiscal Impact: None. Operation of the Planning Commission is included in the adopted budget.

C. Claim for Damages - Minor A.L.

Departments: Risk Management

Claim for damages filed by Sitzer Legal, on behalf of Minor A.L., related to alleged personal injury due to a vehicle collision on US-395 and CA-158. The claim is misdirected as the county does not own, maintain, or otherwise control the roads associated with this claim. This claim is available for public inspection

by contacting the Clerk's Office.

Recommended Action: Deny the claim, and direct the Risk Manager, in consultation with County Counsel, to send to notice to the claimant's attorney of the denial.

Fiscal Impact: None.

6. CORRESPONDENCE RECEIVED

Direction may be given to staff regarding, and/or the Board may discuss, any item of correspondence listed on the agenda.

A. Letter Regarding Urgent Staffing Shortages in U.S. Forest Service Affecting Mono County

Executed letter on behalf of Mono Board of Supervisors to Secretary Rollins of the U.S. Department of Agriculture regarding the U.S. Forest Service's staffing shortages affecting Mono County.

B. U.S. Forest Service Community Wildfire Defense Grant Support Letter

Mono County Board of Supervisors executed support letter regarding the U.S. Forest Service Community Wildfire Defense Grant.

7. REGULAR AGENDA - MORNING

A. Consider a Letter of Support for Senate Bill 239 (Arreguín) Regarding Teleconferencing for County Advisory Bodies

Departments: County Administrative Office

10 minutes

(Sandra Moberly, County Administrative Officer) - Senate Bill 239 (Arreguín), introduced on January 30, 2025, aims to modernize the Brown Act by allowing subsidiary bodies of local agencies to use alternative teleconferencing provisions. This legislation seeks to improve public participation and transparency by ensuring meetings are accessible both in person and remotely. It mandates that agendas be posted at the primary physical meeting location and requires members participating remotely to appear on camera during the open portion of the meeting. The bill also stipulates that the legislative body establishing the subsidiary body must make specific findings by majority vote before using teleconferencing and every 12 months thereafter.

Recommended Action: Consider writing a letter in support of Senate Bill 239 (Arreguín).

Fiscal Impact: None.

B. Enterprise Resource Planning (ERP) Project Activities

Departments: Finance

20 minutes

(Janet Dutcher, Finance Director; Kim Bunn, Project Manager; Eva Olsaker, GFOA Consultant) - The County's Enterprise Resource Planning (ERP) Replacement Project team will provide an update about recent activities, including the project's anticipated timeline, results of the recent business analysis meetings, early recommendations, and next steps.

Recommended Action: None, informational only.

Fiscal Impact: None.

C. Office of Emergency Management Update

Departments: Emergency Management

30 minutes

(Chris Mokracek, Emergency Management Director; Wendi Grasseschi, Wildfire Mitigation Coordinator) - Presentation by Chris Mokracek, Emergency Management Director and Wendi Grasseschi, Wildfire Mitigation Coordinator.

Recommended Action: None, informational only. Provide any desired direction to staff.

Fiscal Impact: None.

D. Resolution Committing Revenues Generated by Transient Occupancy Tax Increase to Affordable and Workforce Housing

Departments: County Administrative Office

10 minutes

(Sandra Moberly, County Administrative Officer) - Proposed resolution allocating revenues generated by the 3% raise in Transient Occupancy Tax to affordable and workforce housing.

Recommended Action: Adopt proposed resolution. Provide any desired direction to staff.

Fiscal Impact: Current estimates indicate approximately \$550,000 of Transient Occupancy Tax revenues committed towards affordable and workforce housing could result for the remainder of this fiscal year. Annual estimates are approximately \$1.1 million.

E. Consider a Letter of Collaboration for the Community Wildfire Defense Grant

Departments: County Administrative Office

10 minutes

(Sandra Moberly, County Administrative Officer) - At the ESCOG meeting on February 26, 2025, the ESCOG Board considered submitting a grant application for the Community Wildfire Defense Grant. This grant would include hazardous fuels collection and disposal, workforce development, and GIS integration while ensuring long-term program sustainability. The program will require Mono County staff to provide services as a part of the grant (reimbursed by grant funding).

Recommended Action: Review letter of collaboration and consider authorizing the Board chair to sign on behalf of the County.

Fiscal Impact: Unknown amount of reimbursement for County Public Works staff to participate in 24 eight-hour day chipping and hauling community events for five years.

F. Consider a Letter of Support for Senate Bill 463 (Alvarado-Gil) for Rural Water Districts

Departments: County Administrative Office

10 minutes

(Sandra Moberly, County Administrative Officer) - SB 463 aims to amend Section 10609.62 of the Water Code, focusing on drought planning and resiliency measures for small water suppliers. This bill would exempt water districts with fewer than 500 service connections from the requirement to meter each service connection and monitor for water loss due to leakages. The bill would maintain existing requirements for other small water suppliers to implement specified drought resiliency measures by certain deadlines.

Recommended Action: Approve the letter and authorize the Board chair to sign on behalf of the Board.

Fiscal Impact: None.

G. Adopt the Memorandum of Understanding with Mono County Paramedic Fire Rescue Association

Departments: Human Resources

10 minutes

(Christine Bouchard, Assistant County Administrative Officer) - Proposed Memorandum of Understanding (MOU) with Mono County Paramedic Fire Rescue Association.

Recommended Action: Adopt proposed Memorandum of Understanding (MOU) with Mono County Paramedic Fire Rescue Association.

Fiscal Impact: On a calendar year basis, approximately \$197,000 in 2025, \$275,000 in 2026, and \$356,000 in 2027. Total impact is roughly \$828,000 or 9.66% increase in total compensation. These amounts were not included in the Paramedic's adopted patrol budget for fiscal year 2024-25.

H. Mono County Jail Update

Departments: Public Works

5 minutes

(Paul Roten, Public Works Director) - Mono County Jail update.

Recommended Action: None, informational only.

Fiscal Impact: None.

8. CLOSED SESSION

A. Closed Session - Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Sandra Moberly, Oliver Yee, Christopher Beck, Janet Dutcher, and Christine Bouchard. 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 Correctional Deputy Sheriffs' Association. Unrepresented employees: All.

B. Closed Session - Initiation of Litigation

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION. Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code section 54956.9. Number of potential cases: one.

9. BOARD MEMBER REPORTS

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

A. Board Member and Board Ad Hoc Reports

- Board Ad Hoc Arts Committee (Supervisor Peters, Supervisor Salcido)
- Board Chambers Ad Hoc Committee (Supervisor Peters, Supervisor Salcido)
- Housing Ad Hoc Committee (Supervisor Kreitz, Supervisor McFarland)
- Tax Sharing Ad Hoc Committee (Supervisor Salcido)

ADJOURN



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: Board of Supervisors

TIME REQUIRED 10 minutes

SUBJECT Proclamation Designating the Month
of March 2025 as General Aviation
Appreciation Month

**PERSONS
APPEARING
BEFORE THE
BOARD**

Sandra Moberly, County
Administrative Officer

AGENDA DESCRIPTION:

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

Proclamation designating March 2025 as General Aviation Appreciation Month.

RECOMMENDED ACTION:

Adopt the proposed proclamation designating March 2025 as General Aviation Appreciation Month.

FISCAL IMPACT:

None.

CONTACT NAME: Danielle Patrick

PHONE/EMAIL: 7609325535 / dpatrick@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

Click to download
Proclamation

History

Time	Who	Approval
3/6/2025 3:08 PM	County Counsel	Yes
3/5/2025 5:45 PM	Finance	Yes
3/6/2025 3:16 PM	County Administrative Office	Yes



***PROCLAMATION OF THE MONO COUNTY BOARD OF SUPERVISORS
RECOGNIZING MARCH 2025 AS
GENERAL AVIATION APPRECIATION MONTH***

WHEREAS, Bridgeport and Mono County in the state of California have a significant interest in the continued vitality of general aviation, aircraft manufacturing, aviation educational institutions, aviation organizations, and community airports; and

WHEREAS, general aviation and Bryant Field have a significant economic impact on the Town of Bridgeport, and Lee Vining airport has a similar economic impact on the Town of Lee Vining; and

WHEREAS, the PricewaterhouseCoopers study, Contribution of General Aviation to the US Economy in 2018, found that general aviation airports in the state support an annual economic impact of over \$32.7 billion, over 148,000 jobs, and a total payroll of over \$11.3 billion; and

WHEREAS, according to the 2018 Aviation in California: Fact Sheet, the state has 214 public-use airports serving general aviation. According to the FAA, these airports serve almost 69,000 pilots and almost 25,000 registered aircraft; and

WHEREAS, according to the FAA, the state is home to 555 repair stations, 65 FAA-approved pilot schools, over 25,000 student pilots, and over 10,000 flight instructors; and

WHEREAS, general aviation not only supports California's economy, it improves overall quality of life by supporting emergency medical and healthcare services, law enforcement, search and rescue, firefighting and disaster relief, investments in sustainable fuels and technologies, and investments in innovative experimental technology like Vertical Takeoff and Landing vehicles, and by transporting business and recreational travelers to their destinations quickly and safely; and

WHEREAS, the United States faces a shortage of aviation professionals, leaders should invest in this critical infrastructure to ensure future economic growth and our next generation of aviation professionals and pilots;

NOW, THEREFORE, BE IT RESOLVED that the Mono County Board of Supervisors hereby proclaims March 2025 as General Aviation Appreciation Month.

APPROVED AND ADOPTED this 11th day of March 2025 by the Mono County Board of Supervisors.

Jennifer Kreitz, Supervisor District #1

Rhonda Duggan, Supervisor District #2

Paul McFarland, Supervisor District #3

John Peters, Supervisor District #4

Lynda Salcido, Supervisor District #5



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: Board of Supervisors

TIME REQUIRED 10 minutes

SUBJECT Proclamation Designating the Month
of March 2025 as Grand Jury
Awareness Month

**PERSONS
APPEARING
BEFORE THE
BOARD**

Chris Beck, County Counsel

AGENDA DESCRIPTION:

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

Proclamation designating March 2025 as Grand Jury Awareness Month.

RECOMMENDED ACTION:

Adopt the proposed proclamation designating March 2025 as Grand Jury Awareness Month.

FISCAL IMPACT:

None.

CONTACT NAME: Danielle Patrick

PHONE/EMAIL: 7609325535 / dpatrick@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

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History

Time	Who	Approval
2/21/2025 1:22 PM	County Counsel	Yes
3/3/2025 12:00 PM	Finance	Yes
3/4/2025 10:32 PM	County Administrative Office	Yes



PROCLAMATION OF THE MONO COUNTY BOARD OF SUPERVISORS RECOGNIZING MARCH 2025 AS GRAND JURY AWARENESS MONTH

WHEREAS, every year in each of California's fifty-eight counties, nineteen/eleven ordinary citizens take an oath to voluntarily serve a term of one year as grand jurors; and

WHEREAS, grand juries have been in existence since the adoption of California's original Constitution in 1849-1850; and

WHEREAS, grand juries conduct their investigations under the auspices of the Superior Court of California and have broad access to public officials, employees, records, and information. One of the most important functions of a grand jury is to review the operations of the officers, departments, and agencies of local government; and

WHEREAS, grand juries are charged with investigating and reporting on local governmental operations to assure that their responsibilities are being fulfilled legally, efficiently, honestly and in the best interest of the public. Grand juries serve as a watchdog authority and are well suited to the effective investigation of local governments because they are independent bodies, operationally separate from the entities and officials they investigate; and

WHEREAS, the grand jury's fact-finding efforts result in reports that contain specific recommendations aimed at identifying problems and offering ways to improve government operations and enhance responsiveness; and

WHEREAS, the hard work done by grand juries has a great effect on our communities and makes California a better place to live; and

WHEREAS, the reward of being a grand juror is the satisfaction received from working with fellow residents and community members to improve local government for all; and

WHEREAS, it is appropriate to recognize the efforts of those jurors, both past and present, who have volunteered their time and service to the Mono County Grand Jury.

NOW, THEREFORE, the Mono County Board of Supervisors proclaims March 2025 as Grand Jury Awareness Month.

APPROVED AND ADOPTED this 11th day of March 2025, by the Mono County Board of Supervisors.

Jennifer Kreitz, Supervisor District #1

Rhonda Duggan, Supervisor District #2

Paul McFarland, Supervisor District #3

John Peters, Supervisor District #4

Lynda Salcido, Supervisor District #5



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: Board of Supervisors

TIME REQUIRED 10 minutes

SUBJECT Proclamation Designating the Month
of March 2025 as Multiple Sclerosis
Awareness Month

**PERSONS
APPEARING
BEFORE THE
BOARD**

Sandra Moberly, County
Administrative Officer

AGENDA DESCRIPTION:

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

Proclamation designating March 2025 as Multiple Sclerosis Awareness Month.

RECOMMENDED ACTION:

Adopt the proposed proclamation designating March 2025 as Multiple Sclerosis Awareness Month.

FISCAL IMPACT:

None.

CONTACT NAME: Danielle Patrick

PHONE/EMAIL: 7609325535 / dpatrick@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

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Proclamation

History

Time	Who	Approval
3/6/2025 3:30 PM	County Counsel	Yes
3/5/2025 5:45 PM	Finance	Yes
3/6/2025 8:21 PM	County Administrative Office	Yes



***PROCLAMATION OF THE MONO COUNTY BOARD OF SUPERVISORS
RECOGNIZING MARCH 2025 AS
MULTIPLE SCLEROSIS AWARENESS MONTH***

WHEREAS, multiple sclerosis (MS) is a chronic and often disabling disease of the central nervous system, affecting more than 2.8 million people worldwide, including many within Mono County; and

WHEREAS, the exact cause of MS remains unknown, and there is currently no cure, though significant advancements in research have led to improved treatment options that help manage symptoms and slow progression for many individuals; and

WHEREAS, the National Multiple Sclerosis Society and other organizations have designated March as Multiple Sclerosis Awareness Month to educate the public, support those living with MS, and encourage continued efforts to find a cure; and

WHEREAS, raising awareness about MS is vital to fostering understanding and empathy for those impacted by this disease, as well as supporting caregivers, families, and healthcare professionals who provide invaluable assistance; and

WHEREAS, increasing public awareness of MS through education, advocacy, and outreach can inspire hope, promote early diagnosis, and support ongoing research into treatments and potential cures; and

WHEREAS, Mono County stands in solidarity with individuals living with MS and recognizes their strength, resilience, and contributions to our community.

NOW, THEREFORE, BE IT RESOLVED that the Mono County Board of Supervisors hereby proclaims March 2025 as Multiple Sclerosis Awareness Month, urging all residents to learn more about this disease, support those affected by MS, and engage in activities that promote awareness and research efforts.

APPROVED AND ADOPTED this 11th day of March 2025 by the Mono County Board of Supervisors.

Jennifer Kreitz, Supervisor District #1

Rhonda Duggan, Supervisor District #2

Paul McFarland, Supervisor District #3

John Peters, Supervisor District #4

Lynda Salcido, Supervisor District #5



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: Health and Human Services - Social Services

TIME REQUIRED 10 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

Cathy Young, Staff Services Manager

SUBJECT Proclamation Designating the Month
of March 2025 as Red Cross Month

AGENDA DESCRIPTION:

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

Proclamation designating March 2025 as Red Cross Month.

RECOMMENDED ACTION:

Adopt the proposed proclamation designating March 2025 as Red Cross Month.

FISCAL IMPACT:

None.

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

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[2025 American Red Cross Month Proclamation](#)

History

Time	Who	Approval
3/3/2025 11:25 AM	County Counsel	Yes
3/5/2025 5:45 PM	Finance	Yes
3/5/2025 11:34 PM	County Administrative Office	Yes



***PROCLAMATION OF THE MONO COUNTY BOARD OF SUPERVISORS
RECOGNIZING MARCH 2025 AS RED CROSS MONTH***

WHEREAS, March is Red Cross Month, a special time to recognize the compassionate acts of people in Mono County and by renewing our commitment to lend a helping hand to our neighbors in need, and

WHEREAS, every year, the American Red Cross responds to more than 65,000 disasters across the country, including mudslides, volcanos, wildfires, hurricanes, and typhoons; and

WHEREAS, Volunteers of the American Red Cross throughout Kern County and Eastern Sierra regions readily respond to the needs of the community, setting up safe, clean shelters and welcoming all families and neighbors displaced from their homes during disasters, and

WHEREAS, the Red Cross supplies critical blood donations, teaches lifesaving skills, provides international humanitarian aid, supports military members and their families, and supports victims of disaster; and

WHEREAS, advancing this noble mission, the volunteers and supporters who give back through the American Red Cross, Kern County and Eastern Sierra Chapter remain unwavering in their commitment to prevent and alleviate human suffering in the face of today's emergencies.

NOW, THEREFORE, BE IT RESOLVED, the Mono County Board of Supervisors, do hereby proclaim March 2025 as American Red Cross Month in Mono County and encourage all citizens of Mono County to reach out and support its humanitarian mission.

APPROVED AND ADOPTED this 11th day of March 2025 by the Mono County Board of Supervisors.

Jennifer Kreitz, Supervisor District #1

Rhonda Duggan, Supervisor District #2

Paul McFarland, Supervisor District #3

John Peters, Supervisor District #4

Lynda Salcido, Supervisor District #5



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: Board of Supervisors

TIME REQUIRED 10 minutes

SUBJECT Proclamation Designating the Month
of March 2025 as Women's History
Month

**PERSONS
APPEARING
BEFORE THE
BOARD**

Sandra Moberly, County
Administrative Officer

AGENDA DESCRIPTION:

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

Proclamation designating March 2025 as Women's History Month.

RECOMMENDED ACTION:

Adopt the proposed proclamation designating March 2025 as Women's History Month.

FISCAL IMPACT:

None.

CONTACT NAME: Danielle Patrick

PHONE/EMAIL: 7609325535 / dpatrick@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

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Proclamation

History

Time	Who	Approval
3/6/2025 3:44 PM	County Counsel	Yes
3/5/2025 5:45 PM	Finance	Yes
3/6/2025 8:22 PM	County Administrative Office	Yes



PROCLAMATION OF THE MONO COUNTY BOARD OF SUPERVISORS RECOGNIZING MARCH 2025 AS WOMEN'S HISTORY MONTH

WHEREAS, Women's History Month is a time to reflect on and celebrate the invaluable contributions and achievements of women throughout history, whose leadership, resilience, and vision have shaped societies across the world; and

WHEREAS, the theme for Women's History Month 2025, "Moving Forward Together! Women Educating & Inspiring Generations," celebrates the collective strength and influence of women who have dedicated their lives to education, mentorship, and leadership. Through their efforts, they have served as an inspiration for all generations — both past and present; and

WHEREAS, from classrooms to boardrooms, and from grassroots movements to global initiatives, women educators and leaders have played a pivotal role in nurturing minds and inspiring transformative action; and

WHEREAS, in Mono County, we recognize and appreciate the achievements of women who have contributed to the growth, resilience, and well-being of our communities, from educators and healthcare workers to business leaders, public servants, artists, and activists; and

WHEREAS, honoring Women's History Month strengthens our collective commitment to fostering equitable opportunities for women and girls to reach their fullest potential, ensuring that Mono County continues to be a place where gender equity is upheld and celebrated.

NOW, THEREFORE, BE IT RESOLVED that the Mono County Board of Supervisors hereby proclaims March 2025 as Women's History Month in Mono County and encourages all members of the community to join in honoring the contributions of women past and present, while reaffirming our commitment to gender equality and the empowerment of women everywhere.

APPROVED AND ADOPTED this 11th day of March 2025 by the Mono County Board of Supervisors.

Jennifer Kreitz, Supervisor District #1

Rhonda Duggan, Supervisor District #2

Paul McFarland, Supervisor District #3

John Peters, Supervisor District #4

Lynda Salcido, Supervisor District #5



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: Clerk of the Board

TIME REQUIRED

SUBJECT Out-of-State Travel Authorization for
2025 National Association of
Counties' (NACo) Western Interstate
Region (WIR) Conference

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Out-of-state travel request for Chair Salcido, Supervisor Duggan, Supervisor Kreitz, and Supervisor Peters to attend the 2025 National Association of Counties' (NACo) Western Interstate Region (WIR) Conference in Pennington County, S.D.

RECOMMENDED ACTION:

Approve out-of-state travel request for Chair Salcido, Supervisor Duggan, Supervisor Kreitz, and Supervisor Peters to attend the 2025 National Association of Counties' (NACo) Western Interstate Region (WIR) Conference in Pennington County, South Dakota from May 21–23, 2025.

FISCAL IMPACT:

Up to \$3,000 per Supervisor for conference registration, hotel stay, and air travel, which is included in the Board of Supervisors' budget for FY 2024-25. Supervisor Peters' costs are paid for by California State Association of Counties (CSAC).

CONTACT NAME: Danielle Patrick

PHONE/EMAIL: 7609325535 / dpatrick@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

Click to download

[Conference Agenda](#)

History

Time

Who

Approval

3/3/2025 11:27 AM	County Counsel	Yes
3/3/2025 12:11 PM	Finance	Yes
3/4/2025 10:30 PM	County Administrative Office	Yes



2025 Western Interstate Region Conference

May 21–23, 2025 | Pennington County, S.D.

Conference Schedule

FULL SESSION DETAILS

FILTER BY TYPE

All Sessions



Explore the full schedule for the 2025 Western Interstate Region Conference. Use the links below to print the latest version of the schedule or to jump to a specific conference day.

Times listed in Mountain Daylight Time.

[Print Schedule](#)

[Tuesday, May 20](#)

[Wednesday, May 21](#)

[Thursday, May 22](#)

[Friday, May 23](#)

Tuesday, May 20

Pre-Conference Registration Open

.....

8:00 A.M. - 5:00 P.M. | MONUMENT CONVENTION CENTER

Pre-Conference Mobile Tour: Badlands National Park

.....

12:00 P.M. - 5:00 P.M. | MONUMENT CONVENTION CENTER

Attendees will visit Badlands National Park on this mobile tour. This ancient native hunting ground filled is home to a unique landscape of pinnacles, buttes and the largest undisturbed grass prairie in the United States.

Dinner on Own

.....

5:00 P.M.

Wednesday, May 21

Registration Open

.....

8:00 A.M. – 5:00 P.M. | MONUMENT CONVENTION CENTER

WIR Board of Directors Meeting

.....

8:30 A.M. – 12:00 P.M. | MONUMENT CONVENTION CENTER

Lunch on Own

.....

12:00 P.M. – 1:30 P.M.

Offsite Mobile Tours

.....

1:30 P.M. – 5:00 P.M.

Potential mobile tours include:

- Pennington County CARE Campus and County Jail
 - Agriculture Research and Production Farm
-

WIR Board and NACo Board Reception

.....

6:30 P.M. - 9:00 P.M. | MOUNT RUSHMORE

Thursday, May 22

Registration Open

.....

8:00 A.M. - 5:00 P.M. | MONUMENT CONVENTION CENTER

General Session

.....

8:30 A.M. - 10:00 A.M. | MONUMENT CONVENTION CENTER

Workshop: Natural Resource Management

.....

10:15 A.M. - 11:45 A.M. | MONUMENT CONVENTION CENTER

Workshop: Public Lands Policy and Regulations

.....

10:15 A.M. – 11:45 A.M. | MONUMENT CONVENTION CENTER

All-Conference Luncheon

.....

12:00 P.M. – 1:30 P.M. | MONUMENT CONVENTION CENTER

Workshop: Energy in the West

.....

1:45 P.M. – 3:00 P.M. | MONUMENT CONVENTION CENTER

Workshop: Water Resource Challenges and Opportunities

.....

1:45 P.M. – 3:00 P.M. | MONUMENT CONVENTION CENTER

NACo Board of Directors Meeting

.....

1:45 P.M. – 4:00 P.M. | MONUMENT CONVENTION CENTER

Public Lands Trust Meeting

.....

4:15 P.M. – 5:00 P.M. | MONUMENT CONVENTION CENTER

All Conference Dinner & Reception

.....

6:00 P.M. – 9:30 P.M. | CRAZY HORSE MEMORIAL

Friday, May 23

WIR Annual Business Meeting

.....

8:00 A.M. – 8:45 A.M. | MONUMENT CONVENTION CENTER

Registration Open

.....

8:00 A.M. – 11:00 A.M. | MONUMENT CONVENTION CENTER

Intergovernmental Forum on Public Lands (Counties, Tribes, States and the Federal Government)

.....

10:15 A.M. – 11:30 A.M. | MONUMENT CONVENTION CENTER

Conference Concludes

.....

11:30 A.M.



660 North Capitol Street, NW Suite 400
Washington, DC 20001

(202) 393-6226

[Contact Us](#)

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OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: Community Development

TIME REQUIRED

SUBJECT Planning Commission Re-
Appointments

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Consider re-appointing current Planning Commissioners to a new four-year term expiring March 1, 2029.

RECOMMENDED ACTION:

- 1) Reappoint Roberta Lagomarsini, with term expiring March 1, 2029, to the Mono County Planning Commission as recommended by Supervisor Duggan;
- 2) Reappoint Scott Bush, with term expiring March 1, 2029, to the Mono County Planning Commission as recommended by Supervisor Peters; and
- 3) Reappoint Jora Fogg, with a term expiring March 1, 2029, to the Mono County Planning Commission as recommended by Supervisor McFarland.

FISCAL IMPACT:

None. Operation of the Planning Commission is included in the adopted budget.

CONTACT NAME: Wendy Sugimura

PHONE/EMAIL: 760-924-1814 / wsugimura@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☒ YES ☐ NO

ATTACHMENTS:

Click to download

[staff report with attachment](#)

History

Time

3/3/2025 11:26 AM

Who

County Counsel

Approval

Yes

3/3/2025 11:59 AM

Finance

Yes

3/4/2025 10:31 PM

County Administrative Office

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

March 18, 2025

To: Honorable Mono County Board of Supervisors

From: Wendy Sugimura, Director, for Supervisors Duggan, Peters, and McFarland

RE: Planning Commission Appointments

RECOMMENDATION:

1. Reappoint Roberta Lagomarsini, with term expiring March 1, 2029, to the Mono County Planning Commission as recommended by Supervisor Duggan;
2. Reappoint Scott Bush, with term expiring March 1, 2029, to the Mono County Planning Commission as recommended by Supervisor Peters; and
3. Reappoint Jora Fogg, with a term expiring March 1, 2029, to the Mono County Planning Commission as recommended by Supervisor McFarland.

FISCAL IMPACT:

No impact beyond budgeted expenses.

BACKGROUND:

The Mono County Planning Commission consists of five commissioners appointed by the Board of Supervisors, with each Supervisor entitled to nominate one commissioner. The term of each commissioner expires March 1st following the date of the nominating supervisor's term expiration. The Planning Commission currently has three seats with terms that expired March 1, 2025. The next regularly scheduled Planning Commission meeting at which the new commissioners would be seated is March 20, 2025. The other two seated commissioners include Chris Lizza, appointed by Supervisor Salcido, and Patricia Robertson, appointed by Supervisor Krietz.

The Planning Commission is charged with 1) acting as an advisory board to the Board of Supervisors on all planning and development issues, such as General Plan and code amendments; 2) assuring the General Plan is implemented by reviewing and approving development applications on a case-by-case basis, such as approval of use permits, variances, parcel and tract maps, specific plans, etc.; and 3) compliance with the California Environmental Quality Act (CEQA).

Commissioner Lagomarsini was initially appointed by former Supervisor Fred Stump to fill a vacant seat and was reappointed to a full four-year term in 2017 and 2021. Ms. Lagomarsini is a resident of Chalfant and has served as a past Chair of the Commission. Supervisor Duggan is nominating her for reappointment to a new four-year term.

Commissioner Bush was initially appointed by former Supervisor Tim Fesko and was reappointed by Supervisor Peters in 2017 and 2021. Supervisor Peters is again nominating him for reappointment to a new four-year term. Mr. Bush is a resident of Walker, serves as a Jail Sergeant for the Mono County Sheriff's Department, and as served as the Chair of both the Commission and the Antelope Valley Regional Planning Advisory Committee (RPAC).

Commissioner Fogg is a June Lake resident and was initially appointed by Supervisor Bob Gardner in 2021. Ms. Fogg previously served on the June Lake Citizens Advisory Committee and has been active on the June Lake Trails Committee and Little Loopers childcare initiative. She is currently the policy director for the non-profit organization Friends of the Inyo. Supervisor McFarland is nominating her for reappointment to a new four-year term.

The attached Mono County Code chapter provides further explanation of Planning Commission purpose, composition and duties. Each Board member recommending a planning commission appointment was consulted individually and independently by staff, in compliance with public meeting laws.

Please contact Wendy Sugimura at 760.924.1807 or wsugimura@mono.ca.gov with any questions.

ATTACHMENT:

Mono County Code Chapter 2.36 Excerpt

ATTACHMENT

Mono County Code Excerpt

Chapter 2.36 - PLANNING COMMISSION

2.36.010 - Creation of planning commission.

The Mono County planning commission is created to advise the board of supervisors and planning department and otherwise take such actions as are authorized or required by law. (Ord. 96-01 § 1 (part), 1996.)

2.36.020 - Membership—Terms—Vacancies.

- A. The planning commission consists of five members appointed by the board of supervisors, who shall be eligible voters of Mono County. Each supervisor shall be entitled to nominate one commission member.
- B. The term of each member appointed after the effective date of this section shall expire on March 1st following the date of the expiration of the term of the nominating supervisor.
- C. Vacancies shall be filled by appointment for the unexpired portion of the term.
- D. Members of the planning commission may be removed by a majority of the board of supervisors for the following reasons:
 - 1. Failing to meet the following attendance requirements: a commissioner shall not have three consecutive unexcused absences for regular meetings, nor may a commissioner miss five or more regular meetings in any twelve-month period;
 - 2. Acting inappropriately, in the board's opinion, in matters regarding conflict of interest;
 - 3. Failing to carry out commissioner duties over a period of time due to a frequent inability to vote, caused by repeated conflict of interest issues;
 - 4. Failing to carry out the duties of commissioner by abstaining on issues when there are no apparent conflict of interest issues;
 - 5. Other enumerated causes which, in the opinion of a majority of the board, are reflected in the commissioner's failure to carry out the duties of the commission, or bringing discredit to the county of Mono. (Ord. 07-01 § 1, 2007; Ord. 96-01 § 1 (part), 1996.)

2.36.060 - Duties.

- A. The planning commission shall have such duties and take such actions as are required by this code, assigned by the board of supervisors or otherwise required by law.
- B. The planning commission shall act as the principal advisory body to the board of supervisors on planning matters. (Ord. 96-01 § 1 (part), 1996.)



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: Risk Management

TIME REQUIRED

SUBJECT Claim for Damages - Minor A.L.

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Claim for damages filed by Sitzer Legal, on behalf of Minor A.L., related to alleged personal injury due to a vehicle collision on US-395 and CA-158. The claim is misdirected as the county does not own, maintain, or otherwise control the roads associated with this claim. This claim is available for public inspection by contacting the Clerk's Office.

RECOMMENDED ACTION:

Deny the claim, and direct the Risk Manager, in consultation with County Counsel, to send to notice to the claimant's attorney of the denial.

FISCAL IMPACT:

None.

CONTACT NAME:

PHONE/EMAIL: Jay Sloane /

SEND COPIES TO:

jsloane@mono.ca.gov

cbeck@mono.ca.gov

MINUTE ORDER REQUESTED:

☒ YES ☐ NO

ATTACHMENTS:

Click to download

[Staff Report Claim AL](#)

History

Time

Who

Approval

3/3/2025 11:24 AM	County Counsel	Yes
3/3/2025 4:46 PM	Finance	Yes
3/4/2025 10:28 PM	County Administrative Office	Yes

County Counsel
Christopher Beck

Assistant County Counsel
Emily R. Fox

Deputy County Counsel
Jeff Hughes

**OFFICE OF THE
COUNTY COUNSEL**
Mono County

South County Offices
P.O. BOX 2415
MAMMOTH LAKES, CALIFORNIA 93546

Telephone
760-924-1700

Risk Manager
Jay Soane

Paralegal
Kevin Moss

Date: March 11, 2025
To: Board of Supervisors

From: Jay Sloane, Risk Manager

Subject: Claim for Damages – AL

Recommended Action:

Deny the misdirected claim, and direct the Risk Manager, in consultation with County Counsel, to send notice to the claimant's attorney of the denial.

Background:

On January 31, 2025, the Clerk-Recorder received a claim for damages filed by Sitzer Legal, on behalf of a minor involved in a traffic accident, related to alleged personal injury due to a vehicle collision on US-395 and CA-158. The claim is misdirected as the county does not own, maintain, or otherwise control the roads associated with this claim.



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

TIME REQUIRED

SUBJECT

Letter Regarding Urgent Staffing
Shortages in U.S. Forest Service
Affecting Mono County

PERSONS

**APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Executed letter on behalf of Mono Board of Supervisors to Secretary Rollins of the U.S. Department of Agriculture regarding the U.S. Forest Service's staffing shortages affecting Mono County.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

Click to download
Letter

History

Time	Who	Approval
3/3/2025 11:26 AM	County Counsel	Yes
3/5/2025 5:45 PM	Finance	Yes
3/5/2025 11:32 PM	County Administrative Office	Yes



Jennifer Kreitz~District One Rhonda Duggan~District Two Paul McFarland~District Three
John Peters~District Four Lynda Salcido~District Five

BOARD OF SUPERVISORS COUNTY OF MONO

P.O. BOX 715, BRIDGEPORT, CALIFORNIA 93517

(760) 932-5530

BOS@mono.ca.gov

Queenie Barnard, Clerk of the Board

February 24, 2025

The Honorable Brooke Rollins
Secretary, U.S. Department of Agriculture
1400 Independence Ave SW
Washington, D.C. 20250

Re: Urgent Staffing Shortages in U.S. Forest Service Affecting Mono County

Dear Secretary Rollins,

On behalf of the Mono County Board of Supervisors, we write to express our deep concern regarding the recent staffing reductions within the U.S. Forest Service (USFS) and the significant negative impact these cuts are having on our region's public lands, economy, and public safety. Mono County is home to vast tracts of public land, including the Humboldt-Toiyabe and Inyo National Forests, which serve as critical recreational and economic assets for both residents and visitors. Unfortunately, due to staff reductions within the USFS, we are witnessing a rapid deterioration in the oversight and management of these lands. Key areas of concern include:

- **Public Safety and Law Enforcement:** Limited staffing of Forest Protection Officers (FPOs) and Law Enforcement Officers (LEOs) has resulted in increased unauthorized activities, including illegal campfires, resource destruction, and public land overuse—posing significant wildfire and environmental hazards.
- **Recreation Management:** The absence of personnel to maintain facilities, enforce regulations, and educate visitors has led to unsanitary conditions, site closures, and environmental degradation in popular recreation areas.
- **Trail and Road Maintenance:** Post-winter damage to trails and roads remains unaddressed due to a lack of maintenance personnel, leading to hazardous conditions for visitors and increased emergency rescue operations.


- **Economic Impact:** Seasonal businesses that rely on tourism and recreation are already suffering due to deteriorating public land conditions and reduced visitor services, threatening a key pillar of Mono County's economy.

These issues have placed an undue burden on local law enforcement, emergency services, and county resources, which are not equipped to fill the void left by USFS staff reductions.

We urge the U.S. Department of Agriculture to prioritize immediate action to restore and maintain critical USFS staffing levels in Mono County. We request your leadership in allocating emergency funding, expediting hiring processes, and ensuring the long-term stability of USFS operations that our communities rely upon.

Thank you for your time and attention to this urgent matter. We welcome the opportunity to discuss solutions and collaborate on strategies to address these challenges. Please do not hesitate to contact our County Administrative Officer, Sandra Moberly, at smoberly@mono.ca.gov to schedule a conversation.

Sincerely,


Lynda Salcido (Feb 24, 2025 16:21 PST)

Lynda Salcido
Board Chair
Mono County Board of Supervisors

cc: Mono County Board of Supervisors
The Honorable Kevin Kiley, U.S. House of Representatives
The Honorable Alex Padilla, U.S. Senate
The Honorable Adam Schiff, U.S. Senate
The Honorable Marie Alvarado-Gil, California State Senate District 4
The Honorable David Tangipa, California State Assembly District 8
Alpine County Board of Supervisors
El Dorado County Board of Supervisors
Nevada County Board of Supervisors
Mariposa County Board of Supervisors
Tuolumne County Board of Supervisors
Madera County Board of Supervisors
Pat Blacklock, Rural County Representatives of California
Catherine Freeman, California State Association of Counties
Mammoth Lakes Town Council
Lesley Yen, Inyo National Forest
Jon Stansfield, Humboldt Toiyabe National Forest
Alterra Mountain Company



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

TIME REQUIRED

SUBJECT U.S. Forest Service Community
Wildfire Defense Grant Support
Letter

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Mono County Board of Supervisors executed support letter regarding the U.S. Forest Service Community Wildfire Defense Grant.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

Click to download

[Letter of Support](#)

History

Time	Who	Approval
3/3/2025 11:26 AM	County Counsel	Yes
3/5/2025 5:45 PM	Finance	Yes
3/5/2025 11:41 PM	County Administrative Office	Yes



Jennifer Kreitz~District One Rhonda Duggan~District Two Paul McFarland~District Three
John Peters~District Four Lynda Salcido~District Five

BOARD OF SUPERVISORS COUNTY OF MONO

P.O. BOX 715, BRIDGEPORT, CALIFORNIA 93517

(760) 932-5530

BOS@mono.ca.gov

Queenie Barnard, Clerk of the Board

February 24, 2025

To Whom It May Concern,

On behalf of the Mono County Board of Supervisors, I am pleased to express our strong support for the Eastern Sierra Council of Governments' (ESCOG) application for the U.S. Forest Service Community Wildfire Defense Grant. This critical funding will enhance wildfire resilience in Inyo and Mono Counties by reducing hazardous fuels in 32 high-risk, low-income communities and strengthening the efforts of regional Fire Safe Councils and Firewise USA communities.

This project aligns with Mono County's 2025 Legislative Platform by advancing responsible forest management, improving public safety, and fostering regional collaboration. It builds upon existing inter-agency partnerships to support wildfire mitigation efforts at the local level, ensuring a coordinated and sustainable approach to fire prevention and hazard reduction.

The Mono County Board of Supervisors recognizes the importance of proactive wildfire defense strategies and regional coordination to protect our communities and natural resources. We appreciate your consideration of this application and look forward to working with ESCOG and other partners to implement effective wildfire mitigation solutions. Please note that we will be considering a collaboration letter identifying our partnership projects at our March 11, 2025, meeting.

Thank you for your time and support. Please do not hesitate to reach out if we can provide additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lynda", is positioned above a horizontal blue line.

Lynda Salcido (Feb 25, 2025 17:40 PST)

Lynda Salcido
Board Chair
Mono County Board of Supervisors



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: County Administrative Office

TIME REQUIRED 10 minutes

SUBJECT Consider a Letter of Support for
Senate Bill 239 (Arreguín) Regarding
Teleconferencing for County
Advisory Bodies

**PERSONS
APPEARING
BEFORE THE
BOARD**

Sandra Moberly, County
Administrative Officer

AGENDA DESCRIPTION:

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

Senate Bill 239 (Arreguín), introduced on January 30, 2025, aims to modernize the Brown Act by allowing subsidiary bodies of local agencies to use alternative teleconferencing provisions. This legislation seeks to improve public participation and transparency by ensuring meetings are accessible both in person and remotely. It mandates that agendas be posted at the primary physical meeting location and requires members participating remotely to appear on camera during the open portion of the meeting. The bill also stipulates that the legislative body establishing the subsidiary body must make specific findings by majority vote before using teleconferencing and every 12 months thereafter.

RECOMMENDED ACTION:

Consider writing a letter in support of Senate Bill 239 (Arreguín).

FISCAL IMPACT:

None.

CONTACT NAME: Sandra Moberly

PHONE/EMAIL: 760-932-5415 / smoberly@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

Click to download

[Draft Letter of Support](#)

History

Time

Who

Approval

3/3/2025 11:23 AM	County Counsel	Yes
3/5/2025 5:46 PM	Finance	Yes
3/5/2025 11:32 PM	County Administrative Office	Yes



Jennifer Kreitz~District One Rhonda Duggan~District Two Paul McFarland~District Three
John Peters~District Four Lynda Salcido~District Five

BOARD OF SUPERVISORS COUNTY OF MONO

P.O. BOX 715, BRIDGEPORT, CALIFORNIA 93517

(760) 932-5530

BOS@mono.ca.gov

Queenie Barnard, Clerk of the Board

All letters must be uploaded to the Legislature's electronic position letter portal.

The portal automatically sends letters to the author's office and the committee(s) of jurisdiction. Please visit the [California Legislature Position Letter Portal](#) to create an account and upload the letter. If you are having difficulty accessing the portal, please contact Paul Shafer at pshafer@counties.org.

In addition to submitting the letter through the portal, please email a copy to Paul Shafer at pshafer@counties.org.

March 11, 2025

The Honorable Jesse Arreguín
California State Senate, District 07
1021 O Street, Suite 6710
Sacramento, CA 95814

**RE: SB 239 (Arreguín) Open meetings: teleconferencing: subsidiary body.
SUPPORT - As Introduced January 30, 2025**

Dear Senator Arreguín,

Mono County is writing in support of your Senate Bill 239, which would remove barriers to entry for appointed and elected office by allowing members of non-decision-making legislative bodies to participate in two-way virtual teleconferencing without posting their remote meeting location.

Local governments across the state have faced ongoing challenges in recruiting and retaining members of the public to serve on advisory bodies subject to the Brown Act. Challenges associated with recruitment have been attributed to participation time commitments; time and location of meetings; physical limitation, conflicts with childcare, and work obligations.

The Mono County Board of Supervisors supports SB 239, as it addresses key challenges and provides significant benefits to our region. In areas like Mono County, where severe snowstorms can make travel dangerous or impossible, virtual meeting options ensure safety for both staff and the public. Additionally, Mono County's management is of interest to nearly

1.7 million annual visitors and a high proportion of second or seasonal homeowners. Enabling remote meeting participation fosters broader public engagement in County matters. Furthermore, with 94% of Mono County comprised of public land, collaboration with federal and state public land managers is essential. Many of these agencies are located outside the area, and remote meeting capabilities would facilitate greater coordination and efficiency, supporting cross-jurisdictional wildfire and land management efforts.

Participation in local advisory bodies and appointed boards and commissions often serves as a pipeline to local elected office and opportunities for state and federal leadership positions. Diversification in civic participation at all levels requires careful consideration of different protected characteristics as well as socio-economic status. The in-person requirement to participate in local governance bodies presents a disproportionate challenge for those with physical or economic limitations, including seniors, persons with disability, single parents, caretakers, the economically marginalized, and those who live in rural areas with prohibitive driving distances.

SB 239 would help address these issues by providing a narrow exemption under the Ralph M. Brown Act for non-decision-making advisory bodies that do not take final action on any legislation, regulations, contracts, licenses, permits, or other entitlements. This bill would improve community engagement and participation for both advisory body members and members of the public alike and provide much needed modernization for open meetings. SB 239 ensures that advisory bodies can fulfill their true purpose: to serve as the voice of our diverse communities.

For these reasons, Mono County is in strong support of SB 239.

Sincerely,

Lynda Salcido
Board Chair
Mono County Board of Supervisors

cc: Chair Durazo, Senate Local Government Committee
Members, Senate Local Government Committee
Jonathan Peterson, Principal Consultant, Senate Local Government Committee
Consultant, Senate Republican Caucus



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: Finance

TIME REQUIRED 20 minutes

SUBJECT Enterprise Resource Planning (ERP)
Project Activities

**PERSONS
APPEARING
BEFORE THE
BOARD**

Janet Dutcher, Finance Director; Kim
Bunn, Project Manager; Eva Olsaker,
GFOA Consultant

AGENDA DESCRIPTION:

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

The County's Enterprise Resource Planning (ERP) Replacement Project team will provide an update about recent activities, including the project's anticipated timeline, results of the recent business analysis meetings, early recommendations, and next steps.

RECOMMENDED ACTION:

None, informational only.

FISCAL IMPACT:

None.

CONTACT NAME: Janet Dutcher

PHONE/EMAIL: 760-932-5494 / jdutcher@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

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[Staff Report](#)

[Mono County ERP Project Charter](#)

History

Time	Who	Approval
3/5/2025 8:54 AM	County Counsel	Yes
3/6/2025 8:16 AM	Finance	Yes

3/6/2025 9:03 AM

County Administrative Office

Yes



DEPARTMENT OF FINANCE

COUNTY OF MONO

Kim Bunn
Assistant Finance Director
Auditor-Controller

Janet Dutcher, DPA, MPA, CPA, CGFM
Director of Finance

Vacant
Chief Deputy Treasurer-Tax Collector
Treasurer-Tax Collector

Meeting Date: March 11, 2025

Title: Enterprise Resource Planning (ERP) Project Activities

Prepared by: Janet Dutcher, Finance Department

BACKGROUND

An Enterprise Resource Planning (ERP) system is an integrated software solution consolidating financial and administrative processes under a single platform. An ERP system aims to improve efficiency by eliminating redundant applications, facilitating real-time data access, and automating business processes. This integration enables better decision-making and streamlines financial operations.

Key Benefits of an ERP System:

- Standardizes and automates business processes
- Enhances administrative coherence and performance
- Improves data sharing and accessibility
- Provides real-time information
- Eliminates redundant third-party software, reducing costs

MONO COUNTY'S CURRENT ERP SYSTEM

In January 2015, Mono County transitioned from Government e-Management Solutions (GEMS) to the Innoprise ERP system under an agreement with Harris Systems USA, Inc. The County purchased seven modules but only implemented three:

- **Financial** (active)
- **Payroll** (active)
- **Cash Receipting** (active)
- **Human Resources** (not active)
- **Tax** (not active)
- **Community Development** (not active)
- **Work Order – Cost Accounting** (not active)

The limited implementation resulted in an incomplete ERP transition, preventing the County from realizing the full benefits of an integrated system. Additionally, Harris has discontinued support for Innoprise, necessitating a system upgrade. In December 2024, the County upgraded from Innoprise to CitySuite, Harris's current ERP solution.

Mono County also uses numerous third-party applications for various functions, which increase costs and inefficiencies. The ERP project presents an opportunity to consolidate or integrate these systems. A comprehensive ERP solution may integrate some of these functionalities, reducing reliance on external software and eliminating manual data entry.

CHALLENGES OF IMPLEMENTING A NEW ERP SYSTEM

Implementing a new ERP system is complex and carries risks. Past ERP implementations highlight the importance of careful planning and execution. Key challenges include:

- **Resistance to Change:** Employees may be reluctant to adapt to new workflows. Change management is crucial.
- **Business Process Reengineering:** Successful implementation requires revising policies and procedures, not replicating old processes that won't work in the new system.
- **Disruption Risks:** Transitioning to a new system can impact daily operations and affect capacity, making careful planning essential, especially ensuring the organization is sufficiently staff to maintain its operations.
- **Learning Curve:** Employees must be trained effectively to ensure smooth adoption.
- **System Fit:** Selecting an ERP system that fully meets the County's needs is critical to avoiding reliance on third-party software.

To mitigate these risks, Mono County has partnered with the Government Finance Officers Association (GFOA) as a consultant. GFOA is a nonprofit organization that guides government agencies through ERP selection and implementation. Their scope includes:

- Assessing current and future business process needs
- Preparing a Request for Proposal (RFP) for ERP vendors
- Assisting in software selection and contract negotiation
- Overseeing project management during implementation

PROJECT ACCOMPLISHMENTS TO DATE

- **June 18, 2024** – Executed contract with GFOA
- **August 15, 2024** – Project planning kick-off
- **October 2024** – On-site analysis and process mapping with GFOA

- **November 12, 2024** – Last update to Board of Supervisors
- **January & February 2025** – Steering Committee meetings held
- **January & February 2025** – On-site analysis and process mapping with GFOA
- **Completed analysis of current procedures**

ACTIVITIES SINCE THE LAST BOARD UPDATE

In December, we finalized the project charter (Attachment 1). This document provides governance for the execution of the project. The Steering Committee has met twice, on January 28 and February 25. Their role is to provide overall guidance and direction to the project, including resolving any issues and policy conflicts.

GFOA was on-site for the weeks of January 13 and February 3. GFOA is planning an additional on-site visit for April. We held several group meetings, each having cross-departmental attendance to discuss the recommended future state for Mono County business processes. These meetings produced detailed process maps for all key functional areas, which will greatly assist in implementing new business processes as we bring on the new system.

Dedicated ERP teams called process improvement teams (PIT) have formed to oversee core functional areas:

- Chart of Accounts
- Accounting & Financial Reporting
- Procurement & Vendor Payments
- Budgeting
- Customer Billing
- Asset Management
- Payroll & Time Entry
- Human Resources
- Data Conversion & Security

As these teams meet regularly, they are refining workflows and ensuring the new system meets operational needs. Their work contributes to defining system requirements for the upcoming RFP. Through this process, the participants are developing knowledge of key financial functions and becoming recognized as experts. The deep dive into various processes will foster the development of a diverse group of our future leaders, and facilitate positive organizational change.

As the PIT groups began to meet, we have begun to feel pain points many organizations face when implementing a new ERP system. That pain is the loss of critical capacity when county staff are

investing time towards the new system instead of the regular duties and responsibilities. We are working closely with Department Heads and staff to balance the progress on this project while not falling behind on important ongoing work activities. According to GFOA and other counties who have recently gone through this process, best practice recommendations include adding additional staffing resources to “backfill” the lost capacity. We are analyzing how to accommodate this in Mono County but there are several solutions to help assist with staff capacity and continue to move the project forward:

- **Continue to Evaluate Implementation Timeframe.** We have extended the project timeline by three months to allow additional time for formulating our “future state” related to processes and future system requirements.
- **Add Capacity to Assist in Determining “Future State.”** Bring in a consultant to assist the PIT groups with tasks such as documentation and preparing data for the new system.
- **Prioritize PIT Team Work Crucial to RFP.** Stagger the PIT group work so that their work is accomplished using a slower pace with fewer meetings over the next four months. We recognize the importance of balancing capacity to maintain current operations with the importance of having engaged staff participating in this stage of the project.

CHALLENGES AHEAD & NEXT STEPS

- As staff dedicates time to the ERP project, workload strain has become evident. To mitigate this, we could consider engaging temporary staff, interns, or CPA contractors for backfill support.
- Process improvement initiatives will continue to refine workflows.
- ERP vendor selection and RFP release will be prioritized.
- The team will return to the Board with additional funding requests in the future.

ATTACHMENTS

Attachment 1: ERP Project Charter



Mono County ERP Planning and Advisory Services

Project Charter

January 2025

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1. Project Overview

1.1 Project Name

Mono County ERP Replacement

1.2 Project Vision

This project will plan for the procurement of an enterprise-wide financial and human resource system that will support Mono County (County) staff in the delivery of government services. The project will use best practices to improve the efficiency and effectiveness of key County business processes to prepare for system implementation.

1.3 Project Purpose

Enterprise resource planning (ERP) systems facilitate the flow of information across business units. It allows for seamless integration of systems and creates a holistic view of the enterprise to support decision making.

The County's current financial and human resources systems do not adequately meet the business needs of the County.

The current Harris ERP (Innoprise/CitySuite) system is inefficient and outdated technology that is cumbersome and difficult to use, lacks reporting functions for analysis and decision-making, and does not integrate with other software applications. The current system does not support best practices, and staff must create workarounds and side systems to use and analyze information, which can cause errors and data integrity issues. Key business processes are not standardized throughout the organization. Many of these key business processes require the rekeying of data from third party systems into the current ERP system.

The County desires to procure and implement an enterprise financial and human resource system. This project will prepare the organization for system implementation by:

- Reviewing relevant business processes, identifying areas for improvement using industry best practices, and recommending future state processes;
- Involving staff from the organization and incorporating change management strategies throughout the project;
- Developing a Request for Proposal;
- Evaluating and selecting a System Vendor, including assessing proposals, software demonstrations and interviews, and discovery;
- Conduct contract negotiations with the successful vendor.

1.4 Project Objectives

The County intends to accomplish the following objectives with the successful completion of this project:

- Conduct an analysis of our current business processes and policies and incorporate improvements based on industry's best practices, recognizing that some of these improvements can be implemented early and independent of the ERP implementation.

- Reduce redundant third-party systems for cost savings, enhanced security, greater control, and improved performance and efficiency.
- Integrate administrative systems across different departments to improve the coherence, quality of and access to information and data available to improve operational efficiency, productivity, and decision making.
- Improve accounting and payroll systems to better manage multistate residences and taxation.
- Enhance the ability to work remotely by eliminating physical/paper checks.
- Design accounting systems with sub-fund capabilities that enable classification by department. Minimize the creation of independent grant funds where feasible, while ensuring accountability and compliance with grant requirements and tracking.
- Enhance procurement processes by thoroughly documenting and analyzing current business workflows. Implement standardization and targeted improvement strategies to streamline operations, minimize waste, and reduce errors and rework. Explore technologically advanced tools to allow special districts and schools, to share, retrieve and report data independently.
- Educate the workforce and gain support for the project with regular communication and collaboration.

1.5 Project Scope

This project will affect the businesses processes in financial, payroll, and human resources related tasks. The below functional areas and business processes are identified for analysis for this project. The list will be updated as necessary as the project progresses.

Financial & Payroll Processes	Human Resources Processes
Accounting ¹	Recruitment ¹
Budget ¹	Benefits Administration
Procurement/Payment ¹	Performance Management
Customer Billing ¹	Development and Training
Treasury	Risk Management (workforce safety)
Asset Management ²	Labor Relations
Time Entry/Approval ¹	Employee Recognition
Payroll Processing/Management	Leave Management
Third Party System Management ³	Policy & Compliance Tracking

¹ All County departments initiate transactions that include, for example, contracts or purchase orders, invoices, journal entries, and budget adjustments. As such they are a key stakeholder in these processes

² Primary participants in this process include finance, public works, and information technology.

³ While the goal is eliminating third-party applications so functionality resides within the future ERP system, the County recognizes that ERP applications may not effectively serve critical departmental needs. Where the departmental service needs outweigh ERP performance, this charter endeavors to pursue the best available solution which may include retaining the third-party application and building digital bridges that interface with the chosen ERP system. Examples might include community development permitting, Sheriff scheduling and dispatch, EMS scheduling and inventorying, and public works project, road, and fleet accounting.

2. Key Stakeholders / Project Roles

2.1 Project Stakeholder Organization

Role	Who
Project Sponsor	<ul style="list-style-type: none"> Janet Dutcher, Finance Director
Steering Committee	<ul style="list-style-type: none"> Sandra Moberly, County Administrative Officer Christine Bouchard, Assistant County Administrative Officer Mike Martinez, Information Technology Director Paul Roten, Public Works Director Kathy Peterson, HHS Director
Project Management	<ul style="list-style-type: none"> Kim Bunn, Assistant Finance Director – Auditor/Controller
GFOA Consultants	<ul style="list-style-type: none"> Eva Olsaker, Director of Consulting (Project Manager) Kevin Wachtel, Senior Manager Thao Pham, Consultant
Process Improvement Teams & Leads	<ul style="list-style-type: none"> PIT Teams <ul style="list-style-type: none"> Leads Subject Matter Experts (SME's) Others as requested
Evaluation Team	<ul style="list-style-type: none"> <i>To be formed at a later date, likely in Summer 2025</i>

**Insert demonstration here once the personnel are finalized*

2.2 Stakeholder Roles & Responsibilities of

The project will utilize the following roles and standards:

Role	Who	Responsibility
Project Sponsor	Janet Dutcher , Finance Director	<ul style="list-style-type: none"> Act as project champion Secure necessary resources and removes obstacles for the project; Provide strategic direction for the project; Promote the project to the Executive Team, Board of Supervisors, and department staff; Participate on the Steering Committee.
Steering Committee	Sandra Moberly , County Administrative Officer Christine Bouchard , Assistant County Administrative Officer	<ul style="list-style-type: none"> Act as project champions, assist with making the project an organizational priority; Provide overall guidance and direction for the project; Resolve issues and policy conflicts;

	Mike Martinez , Information Technology Director Paul Rotan , Public Works Director Kathy Peterson , HHS Director	<ul style="list-style-type: none"> • Work with the Project Manager and Project Management Team to make project decisions; • Approve scope changes; • Provide a strategic perspective when defining needs for a future software system and the associated processes; • Assist with change management across the organization.
Project Manager	Kim Bunn , Assistant Finance Director – Auditor Controller	<ul style="list-style-type: none"> • Address day-to-day project issues; • Work closely with GFOA Consultant, manage the contract and serve as liaison to the Consultant; • Work closely with the Project Sponsor and Steering Committee to coordinate resources to meet the project objectives; • Coordinate with County staff to ensure cross-department participation in the project; • Provide regular project updates to the Project Sponsor, Steering Committee, and regular communication County-wide; • Schedule and facilitate project meetings; • Coordinate and implement project communication plan; • Resolve issues, review deliverables, and maintain project plan, schedule, and budget.
Project Management Team	GFOA Consultants Kim Bunn , County Project Manager Janet Dutcher , Project Sponsor Sandra Moberly , County Administrative Officer Christine Bouchard , Assistant County Administrative Officer Mike Martinez , Information Technology Director	<ul style="list-style-type: none"> • Serves as liaison between the County, GFOA, and ERP Vendor for overall management of the project • Establishes timeline and milestones • Oversees scheduling of activities and assignment of resources • Reviews and comments on project status • Ensures regular communication and messaging between Steering Committee, Project Manager, and Stakeholders
GFOA Consultants	Eva Olsaker , Director of Consulting Kevin Wachtel , Senior Manager Thao Pham , Consultant	<ul style="list-style-type: none"> • Consultant will complete tasks outlined in the Contract, including project planning, businesses process analysis, and improvement, developing RFP, evaluation and vendor selection, and contract negotiations.
Process Improvement	PIT Team membership will be determined based on expertise in the applicable	<ul style="list-style-type: none"> • Participate in process mapping of current County business processes and systems;

Teams & Leads	business area. Each business area will have a PIT Team.	<ul style="list-style-type: none">• Identify potential areas of improvement and assist with the development of future state process and system improvements;• Make recommendations and assist in the development of procedures and guidelines to implement best practice business processes;• Serve as project champions within their department;• Collaborate with staff not on PIT Teams. Confirm that recommendations work for the organization as a whole.• May participate on Selection Team.
Subject Matter Experts	Subject Matter Experts will be identified during the determination of the PIT Teams. Each business area will have at least one Subject Matter Expert.	<ul style="list-style-type: none">• Individuals from across the organization needed to make process decisions;• Department subject matter experts will be consulted on processes and policy related to their department or function;• Assist in developing and validating requirements of new processes and/or systems;• May participate in software demonstration and vendor selection.
Evaluation Team	TBD	<ul style="list-style-type: none">• Review and evaluate vendor proposals;• Participate in software demonstrations and evaluate vendors to discovery;• Participate in the selection and evaluation of the final vendor to negotiations.

3 Project Management / Governance

The project will function with the following set of standards and procedures:

Steering Committee

The Steering Committee will meet once per month, as necessary. The Project Manager will distribute the agenda prior to the meetings. Meeting notes will be taken and approved by the Steering Committee.

Project Management Team

The Project Management Team consists of:

- GFOA Consultants
- County Project Manager
- Project Sponsor
- County Administrative Officer
- Assistant County Administrative Officer
- Information Technology Director

The Project Management Team will meet weekly.

PIT Teams

PIT Teams will meet weekly. The PIT Team Lead will:

- Maintain an Action Decision Log;
- Coordinate PIT team activities;
- Participate in meetings as needed.

4 Project Communications

The following project communications will be part of the project. A specific Communication Plan will be developed by the Project Manager and become part of the Project Charter.

Communication To	Frequency	Method	Responsibility	Purpose
Project Sponsor	Bi-weekly	Email/ Sharepoint Site	Project Manager	Provide regular project updates.
Steering Committee	Monthly	Monthly Meeting & Email	Project Manager	Provide regular project updates; seek input and decision making.
PIT Teams	Weekly	Action Decision Logs	PIT Leads	Provide accountability, keep the project moving forward, and document decisions made.
Staff	Monthly/ Quarterly	SharePoint Site	Project Manager	Provide current project information and updates Countywide. Bring staff along with the project; create project buy-in and excitement.

5 Key Milestones

Milestone	Date
Project Planning	
Process Mapping for Current & Future State Business Processes	Oct 2024 – Jan 2025
Develop Plan of Action	Nov 2024 – Feb 2025
Develop Request for Proposals	Feb 2025 – May 2025
Answer Vendor Questions	tbd
Assess Vendor Proposals	tbd
Software Demonstrations & Interviews	tbd

6 Guiding Principles / Expectations

6.1 General Guiding Principles

- a. The ERP system project will provide standardization across departments for any decentralized structures of County business tasks while enforcing standard business process requirements and best practices.
- b. Implementation of the ERP system will allow the County to focus on beginning-to-end business processes. This focus may require that some departments change processes or take on additional tasks for the improvement of the overall County processes.
- c. Policies and rules for internal controls will be configured into the ERP system to the greatest extent possible to minimize redundant approval processes.
- d. This project will be implemented in a way that supports best practices in security and system administration appropriate for a major Countywide ERP system. These practices include, among other things, “single sign-on,” “least privileged access,” and can facilitate both “role-based security” and “content-based security.”
- e. Departments will be given the maximum level of access practicable to information in the system for query, reporting, and decision-making in the conduct of their operational responsibilities.
- f. Departments are encouraged to collaborate closely with the ERP team and to ensure alignment and avoid duplicating efforts. Independent initiatives to implement ERP system functionality or systems with overlapping capabilities should be carefully coordinated to maximize efficiency and leverage existing resources effectively.
- g. Systems that duplicate ERP system-provided functionality (redundant or shadow systems) and their associated infrastructure (servers, databases, and applications) will be eliminated when the corresponding ERP system functionality is placed in production and an appropriate level of access to historical data is provided.
- h. During the implementation process, the County intends to replace automated interfaces that are in use today with systems that do not duplicate ERP system functionality.
- i. All users that access the ERP system will do so using an approved standard hardware/software configuration where the software is current and patched to minimize security risks.
- j. All employees whose job functions change because of the ERP project will be given adequate training to learn new skills and system functionality.



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: Emergency Management

TIME REQUIRED 30 minutes

SUBJECT Office of Emergency Management
Update

**PERSONS
APPEARING
BEFORE THE
BOARD**

Chris Mokracek, Emergency
Management Director; Wendi
Grasseschi, Wildfire Mitigation
Coordinator

AGENDA DESCRIPTION:

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

Presentation by Chris Mokracek, Emergency Management Director and Wendi Grasseschi, Wildfire Mitigation Coordinator.

RECOMMENDED ACTION:

None, informational only. Provide any desired direction to staff.

FISCAL IMPACT:

None.

CONTACT NAME: Chris Mokracek

PHONE/EMAIL: 7609244633 / cmokracek@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

Click to download

[Presentation](#)

History

Time	Who	Approval
3/3/2025 11:28 AM	County Counsel	Yes
3/3/2025 4:46 PM	Finance	Yes
3/4/2025 10:30 PM	County Administrative Office	Yes

Office of Emergency Management Update

Chris Mokracek, Director

Wendi Grasseschi, Wildfire Mitigation Coordinator

March 11, 2025

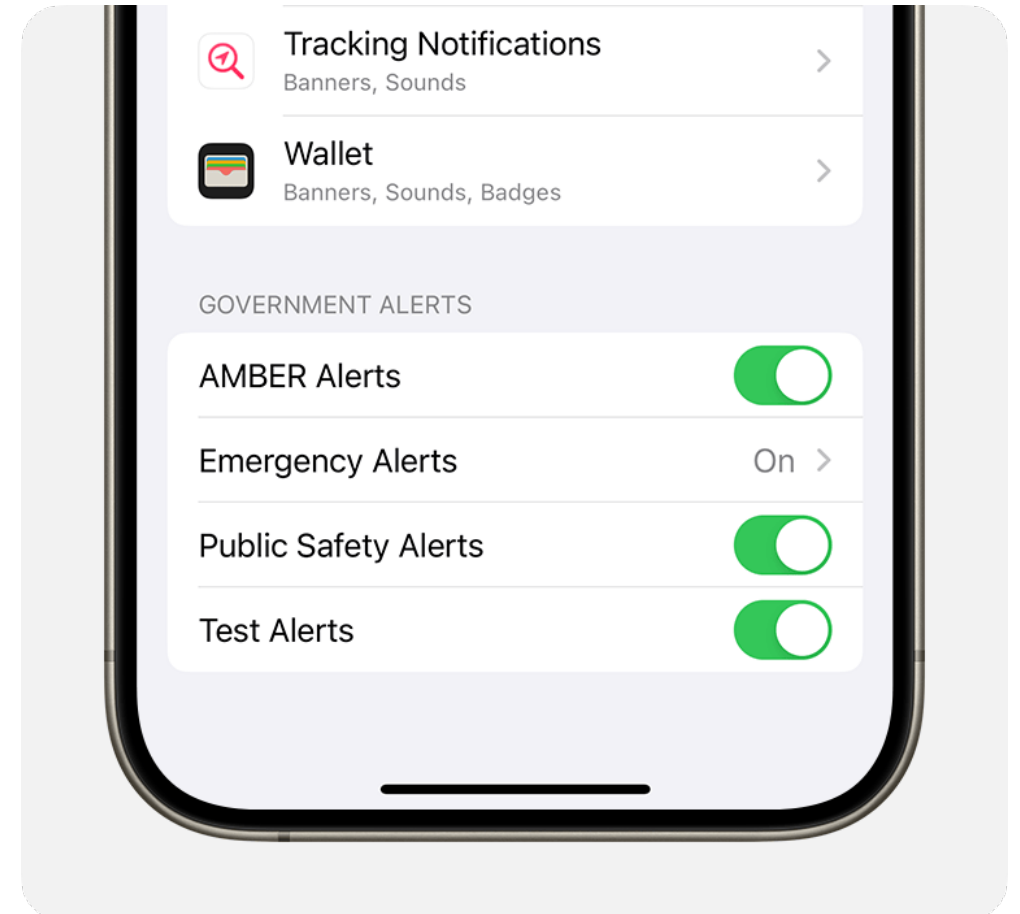
Emergency
Management

Emergency Alerts

Preparedness

Mono County Emergency Alerts

- Opt-in for Emergency Alerts
- Register or update info in Ready Mono
- Add multiple locations
- Add **(760) 203-3293** to your contacts as Emergency Alert



Preparedness

- Ready Mono
- Genasys EVAC (aka. Zonehaven)
- NWS Alerts
- Make a Plan
- Build a Kit
- Be Informed



Wildfire Mitigation

Firewise

Home Hardening

Green Waste

Biomass Facility

Grant Funding



QUESTIONS



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: County Administrative Office

TIME REQUIRED 10 minutes

SUBJECT Resolution Committing Revenues
Generated by Transient Occupancy
Tax Increase to Affordable and
Workforce Housing

**PERSONS
APPEARING
BEFORE THE
BOARD**

Sandra Moberly, County
Administrative Officer

AGENDA DESCRIPTION:

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

Proposed resolution allocating revenues generated by the 3% raise in Transient Occupancy Tax to affordable and workforce housing.

RECOMMENDED ACTION:

Adopt proposed resolution. Provide any desired direction to staff.

FISCAL IMPACT:

Current estimates indicate approximately \$550,000 of Transient Occupancy Tax revenues committed towards affordable and workforce housing could result for the remainder of this fiscal year. Annual estimates are approximately \$1.1 million.

CONTACT NAME: Emily Fox

PHONE/EMAIL: 760-924-1712 / efox@mono.ca.gov

SEND COPIES TO:

efox@mono.ca.gov

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

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<input type="checkbox"/> Staff Report
<input type="checkbox"/> Resolution

History

Time

Who

Approval

2/24/2025 1:18 PM	County Counsel	Yes
3/5/2025 5:45 PM	Finance	Yes
3/5/2025 11:41 PM	County Administrative Office	Yes



COUNTY ADMINISTRATIVE OFFICER
COUNTY OF MONO
Sandra Moberly, MPA, AICP

ASSISTANT COUNTY ADMINISTRATIVE OFFICER
Christine Bouchard

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COUNTY DEPARTMENTS

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DISTRICT ATTORNEY

Hon. David Anderson

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EMERGENCY MEDICAL

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CGFM, CPA

HEALTH AND HUMAN

SERVICES

Kathryn Peterson

INFORMATION

TECHNOLOGY

Mike Martinez

PROBATION

Karin Humiston

PUBLIC WORKS

Paul Roten

To: Board of Supervisors

From: Sandra Moberly

Date: March 11, 2025

Re: Resolution committing revenues generated by Measure K to
affordable and workforce housing

Strategic Plan Focus Area(s) Met

☒ A Thriving Economy ☒ Safe and Healthy Communities ☐ Mandated Function

☐ Sustainable Public Lands ☐ Workforce & Operational Excellence

Discussion

The Board of Supervisors submitted Measure K to the voters of Mono County on November 5, 2024 to increase the Transient Occupancy Tax rate from 12% to 15%. Measure K was submitted as a general tax, meaning that it only required 50% +1 to pass, but also that the revenues generated by the tax would not be restricted to any particular use.

In the Board's discussions around submitting Measure K to the voters and in submitting argument in favor of Measure K, the Board expressed a clear intent to dedicate the revenues generated by the increase in Transient Occupancy Tax to supporting affordable and workforce housing, much in the same way prior increases to the Transient Occupancy Tax have been committed to Emergency Services and Tourism. As a general tax, the Board has the ability to dedicate the funds received to any County priority it chooses.

Currently, the Transient Occupancy Tax revenues are being directed as follows: 60% to the General Fund, 13.3% to EMS, 6.7% to Tourism, and 20% (the amount attributable to the 3%) to housing.

The proposed resolution formalizes the existing practice by directing that revenues generated from the 3% Transient Occupancy Tax increase enacted by the voters' adoption of Measure K be dedicated for the next 10 years to the County's budget for affordable and workforce housing. The resolution is broad enough to allow the County Administrative Officer to direct those funds to the appropriate budget items, as they may be renamed, divided, expanded, or consolidated over the next decade.



R25-__

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS COMMITTING FUNDS RAISED BY THE THREE
PERCENT RAISE IN TRANSIENT OCCUPANCY TAX TO AFFORDABLE AND
WORKFORCE HOUSING**

WHEREAS, the Board of Supervisors submitted Measure K to the voters of Mono County to determine whether the Transient Occupancy Tax should be raised from 12% to 15%; and

WHEREAS, Measure K was a general tax, requiring 50% +1 to pass and with no restrictions on the use of revenues generated; and

WHEREAS, on November 5, 2024, the voters of Mono County voted to pass Measure K, increasing the Transient Occupancy Tax from 12% to 15%; and

WHEREAS, the Board previously adopted a strategic plan, which includes the creation of and support for affordable and workforce housing as part of its goals to create safe and healthy communities and a thriving economy; and

WHEREAS, the Board may direct general tax revenues to any priority; and

WHEREAS, the Board has previously committed the general fund revenues raised by the Transient Occupancy Tax to a variety of other priorities: currently 13.33% of revenue is given to support Mono County EMS and 6.6% is given to Economic Development in support of tourism efforts;

WHEREAS, implementation of strategic plan priorities around affordable and workforce housing require the dedication of additional resources, which can include the 20% of Transient Occupancy Tax revenues attributable to the 3% raise adopted by the voters.

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO RESOLVES that: the Mono County Board of Supervisors directs the County Administrative Officer to allocate all revenues generated by Measure K, a 3% increase to the Transient Occupancy Tax, to the County's budget items for affordable and workforce housing from January 1, 2025 to December 31, 2034.

PASSED, APPROVED and ADOPTED this 11th day of March 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

/

//

///

////

Lynda Salcido, Chair
Mono County Board of Supervisors

ATTEST:

APPROVED AS TO FORM:

Clerk of the Board

County Counsel



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: County Administrative Office

TIME REQUIRED 10 minutes

SUBJECT Consider a Letter of Collaboration for
the Community Wildfire Defense
Grant

**PERSONS
APPEARING
BEFORE THE
BOARD**

Sandra Moberly, County
Administrative Officer

AGENDA DESCRIPTION:

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

At the ESCOG meeting on February 26, 2025, the ESCOG Board considered submitting a grant application for the Community Wildfire Defense Grant. This grant would include hazardous fuels collection and disposal, workforce development, and GIS integration while ensuring long-term program sustainability. The program will require Mono County staff to provide services as a part of the grant (reimbursed by grant funding).

RECOMMENDED ACTION:

Review letter of collaboration and consider authorizing the Board chair to sign on behalf of the County.

FISCAL IMPACT:

Unknown amount of reimbursement for County Public Works staff to participate in 24 eight-hour day chipping and hauling community events for five years.

CONTACT NAME: Sandra Moberly

PHONE/EMAIL: 760-932-5415 / smoberly@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report
<input type="checkbox"/> Draft Letter of Collaboration

History

Time

Who

Approval

3/6/2025 12:58 PM	County Counsel	Yes
3/6/2025 5:29 PM	Finance	Yes
3/6/2025 8:21 PM	County Administrative Office	Yes



COUNTY ADMINISTRATIVE OFFICER
COUNTY OF MONO
Sandra Moberly, MPA, AICP

ASSISTANT COUNTY ADMINISTRATIVE OFFICER
Christine Bouchard

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Kathryn Peterson

INFORMATION TECHNOLOGY

Mike Martinez

PROBATION

Karin Humiston

PUBLIC WORKS

Paul Roten

To: Board of Supervisors

From: Sandra Moberly, County Administrative Officer

Date: March 11, 2025

Re: Consider a Letter of Collaboration for the Community Wildfire Defense Grant

Strategic Plan Focus Area(s) Met

☐ A Thriving Economy ☒ Safe and Healthy Communities ☐ Mandated Function

☒ Sustainable Public Lands ☐ Workforce & Operational Excellence

Background

On February 26, 2025, the Eastern Sierra Council of Governments (ESCOG) approved an application for the Community Wildfire Defense Grant to support the Community Hazardous Fuels Reduction Program. This initiative aims to reduce hazardous fuels, improve wildfire resilience, and enhance regional coordination across Mono and Inyo Counties. Given Mono County's extensive wildland-urban interface and increasing wildfire risk, participation in this program aligns with the County's wildfire mitigation and emergency preparedness goals.

To strengthen the grant application, ESCOG has requested letters of collaboration from regional partners. The attached draft letter outlines Mono County's commitment to supporting hazardous fuels collection and disposal, regional coordination, workforce development, GIS integration, and long-term program sustainability. This effort aligns with the Mono County Community Wildfire Protection Plan (CWPP) and other local hazard mitigation strategies.

Discussion

County Public Works staff will be reimbursed through a Sub-Award agreement for their participation in 24, 8-hour-day, Mono County community chipping and hauling events annually for 5 years. County Public Works has stated that it can do this level of work with current staffing and can incorporate this work into the list of other county priorities and commitments. Coordination and scheduling of these events will be led by the Mono County Wildfire Coordinator; procurement and help with maintenance and contracts will be supported by ESCOG staff.

ATTACHMENTS

- Draft Letter of Collaboration



Jennifer Kreitz~District One Rhonda Duggan~District Two Paul McFarland~District Three
John Peters~District Four Lynda Salcido~District Five

BOARD OF SUPERVISORS COUNTY OF MONO

P.O. BOX 715, BRIDGEPORT, CALIFORNIA 93517

(760) 932-5530

BOS@mono.ca.gov

Queenie Barnard, Clerk of the Board

March 11, 2025

Community Wildfire Defense Grant Review Team,

On behalf of Mono County, we are pleased to submit this letter of collaboration in support of the Community Hazardous Fuels Reduction Program led by the Eastern Sierra Council of Governments (ESCOG). As a county with vast wildland-urban interface areas and increasing wildfire risk, we recognize the critical need for coordinated regional action to reduce hazardous fuels and improve community resilience.

Commitment to Partnership

Mono County is committed to working closely with ESCOG to implement this program by integrating county resources, supporting long-term sustainability, and ensuring regional collaboration. Specifically, Mono County will:

1. Support Hazardous Fuels Collection & Disposal
 - Identify strategic green waste collection locations to improve accessibility and efficiency for residents participating in fuels reduction efforts.
 - Coordinate Mono County Public Works and Solid Waste Divisions to provide access to roll-off dumpsters, chipping services, and green waste disposal sites.
 - Partner with Tribal and other vegetation management crews and federal land agencies (BLM, USFS) to enhance cross-jurisdictional coordination of fuels reduction projects.
2. Enhance Regional Coordination & Program Integration
 - Align hazardous fuels reduction activities with the Mono County Community Wildfire Protection Plan (CWPP) and local hazard mitigation strategies.
 - Support the establishment of the Inyo-Mono Resource Conservation District (RCD) as a potential long-term home for a vegetation management crew and equipment lending library to integrate with county operations.
3. Facilitate Workforce Development & Community Engagement

- Work with Cerro Coso Community College's Wildland Fire, Forestry, and Outdoor Recreation Program to provide internship opportunities for students to gain field experience in fuels reduction, defensible space assessments, and program management.
 - Support local Fire Safe Councils (FSCs) and Firewise USA Communities (FWCs) in education and outreach efforts to expand community engagement in wildfire preparedness.
4. Assist with Software & GIS Integration
- Support the utilization of software such as FireAside and ESRI-GIS to enhance community resource mapping, conduct home assessments, and facilitate the coordination of community chipping services.
 - Provide technical assistance to integrate data collection efforts with county planning tools to improve risk assessment and mitigation strategies.
5. Ensure Long-Term Sustainability
- Collaborate with ESCOG to develop cost-sharing models that enable the continued operation of this program beyond the grant period.

Mono County is committed to regional wildfire resilience and recognizes the importance of strong collaboration among local, state, federal, and Tribal partners. We fully support this initiative and look forward to working with ESCOG to establish a sustainable hazardous fuels reduction program that will reduce our communities' risks to conflagrant wildfires for years to come.

If you require any additional information or clarification, please do not hesitate to reach out.

Sincerely,

Lynda Salcido
Board Chair
Mono County Board of Supervisors



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: County Administrative Office

TIME REQUIRED 10 minutes

SUBJECT Consider a Letter of Support for
Senate Bill 463 (Alvarado-Gil) for
Rural Water Districts

**PERSONS
APPEARING
BEFORE THE
BOARD**

Sandra Moberly, County
Administrative Officer

AGENDA DESCRIPTION:

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

SB 463 aims to amend Section 10609.62 of the Water Code, focusing on drought planning and resiliency measures for small water suppliers. This bill would exempt water districts with fewer than 500 service connections from the requirement to meter each service connection and monitor for water loss due to leakages. The bill would maintain existing requirements for other small water suppliers to implement specified drought resiliency measures by certain deadlines.

RECOMMENDED ACTION:

Approve the letter and authorize the Board chair to sign on behalf of the Board.

FISCAL IMPACT:

None.

CONTACT NAME: Sandra Moberly

PHONE/EMAIL: 760-932-5415 / smoberly@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

Click to download
Draft Letter

History

Time	Who	Approval
3/7/2025 8:45 AM	County Counsel	Yes
3/6/2025 5:30 PM	Finance	Yes

3/7/2025 9:49 AM

County Administrative Office

Yes



Jennifer Kreitz~District One Rhonda Duggan~District Two Paul McFarland~District Three
John Peters~District Four Lynda Salcido~District Five

BOARD OF SUPERVISORS COUNTY OF MONO

P.O. BOX 715, BRIDGEPORT, CALIFORNIA 93517

(760) 932-5530

BOS@mono.ca.gov

Queenie Barnard, Clerk of the Board

Submit the letter via the following link by March 14: <https://calegislation.lc.ca.gov/Advocates/>

March 11, 2025

Honorable Monique Limon, Chair
Senate Natural Resources and Water Committee
1021 O Street, Room 3220
Sacramento, CA 95814

Dear Senator Limon,

Subject: Support for Senate Bill 463 (Alvarado-Gil)

We are writing to express our strong support for Senate Bill 463 (Alvarado-Gil). This legislation is vital for ensuring that small rural water districts, like those in our community, can meet the water needs of their residents without being burdened by costly and unfunded mandates.

As you know, many rural water districts operate on limited budgets, often serving senior citizens, low-income families, and individuals struggling to make ends meet. These districts are already stretched thin and cannot bear the financial burden of unfunded mandates that are unfeasible for their circumstances. SB 463 will provide necessary flexibility and exemptions for small water districts serving 500 or fewer connections, enabling them to continue serving their communities.

Your support of this bill is crucial to ensuring that small rural water districts have the resources they need to maintain safe and reliable water systems.

Thank you for your attention to this important issue.

Sincerely,

Lynda Salcido
Board Chair
Mono County Board of Supervisors



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: Human Resources

TIME REQUIRED 10 minutes

SUBJECT Adopt the Memorandum of
Understanding with Mono County
Paramedic Fire Rescue Association

**PERSONS
APPEARING
BEFORE THE
BOARD**

Christine Bouchard, Assistant County
Administrative Officer

AGENDA DESCRIPTION:

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

Proposed Memorandum of Understanding (MOU) with Mono County Paramedic Fire Rescue Association.

RECOMMENDED ACTION:

Adopt proposed Memorandum of Understanding (MOU) with Mono County Paramedic Fire Rescue Association.

FISCAL IMPACT:

On a calendar year basis, approximately \$197,000 in 2025, \$275,000 in 2026, and \$356,000 in 2027. Total impact is roughly \$828,000 or 9.66% increase in total compensation. These amounts were not included in the Paramedic's adopted patrol budget for fiscal year 2024-25.

CONTACT NAME: Danielle Patrick

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report
<input type="checkbox"/> Resolution
<input type="checkbox"/> MOU
<input type="checkbox"/> Salary Matrix

History

Time

Who

Approval

3/7/2025 8:45 AM	County Counsel	Yes
3/6/2025 5:25 PM	Finance	Yes
3/7/2025 10:01 AM	County Administrative Office	Yes



COUNTY ADMINISTRATIVE OFFICER
COUNTY OF MONO
Sandra Moberly, MPA, AICP

ASSISTANT COUNTY ADMINISTRATIVE OFFICER
Christine Bouchard

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VICE CHAIR

Jennifer Kreitz / District 1

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DISTRICT ATTORNEY

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Hon. Ingrid Braun

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Robin Roberts

COMMUNITY DEVELOPMENT

Wendy Sugimura

COUNTY CLERK-RECORDER

Queenie Barnard

COUNTY COUNSEL

Chris Beck

ECONOMIC DEVELOPMENT

Liz Grans

EMERGENCY MEDICAL

SERVICES

Bryan Bullock

FINANCE

Janet Dutcher, DPA, MPA,

CGFM, CPA

HEALTH AND HUMAN

SERVICES

Kathryn Peterson

INFORMATION

TECHNOLOGY

Mike Martinez

PROBATION

Karin Humiston

PUBLIC WORKS

Paul Roten

To: Board of Supervisors

Meeting Date: March 11, 2025

Re: Resolution adopting Memorandum of Understanding (MOU)
Between the County of Mono and Mono County Paramedic Fire Rescue Association
(PFRA)

Prepared by: Christine Bouchard, Assistant County Administrative Officer

Strategic Plan Focus Area(s) Met

☐ A Thriving Economy ☒ Safe and Healthy Communities ☐ Mandated Function
☐ Sustainable Public Lands ☒ Workforce & Operational Excellence

Discussion

The County of Mono and the PFRA have engaged in good-faith negotiations to reach an agreement addressing terms and conditions of employment for EMS, including EMTs and Paramedics. The resulting MOU promotes continuity of operations and harmonious relations while ensuring fairness and equity for the employees it covers.

The MOU outlines agreed-upon provisions relating to salary adjustments, 401a match increase, compensatory time off, educational incentives, uniform allowances, and other employment conditions.



RESOLUTION NO. R25-

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS ADOPTING AND APPROVING
A MEMORANDUM OF UNDERSTANDING
BETWEEN THE COUNTY AND THE MONO COUNTY PARAMEDIC FIRE RESCUE
ASSOCIATION**

WHEREAS, the Mono County Board of Supervisors has the authority under section 25300 of the Government Code to prescribe the compensation, appointment, and conditions of employment of county employees; and

WHEREAS, the County is required by the Meyers-Miliias-Brown Act (sections 3500 et seq. of the Government Code) to meet and confer with recognized employee organizations before changing the terms and conditions of employment applicable to the employee classifications represented by those organizations; and

WHEREAS, County representatives and the Mono County Paramedic Fire Rescue Association (the "Association") met, conferred, and reached mutually-acceptable terms for a proposed Memorandum of Understanding (MOU), a copy of which is attached hereto as **Exhibit A** and incorporated herein by this reference; and

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

SECTION ONE: The proposed Memorandum of Understanding between the County of Mono and the Association, a copy of which is attached hereto as **Exhibit A** – effective for the period of March 2, 2025 through December 31, 2027 – is hereby ratified, adopted, and approved. The Chair of the Board of Supervisors shall execute said Agreement on behalf of the County.

SECTION TWO: The terms and conditions of employment set forth in the MOU are hereby prescribed for the employees whose classifications are included in the Association's bargaining unit.

PASSED, APPROVED, and ADOPTED this 11th day of March, 2024, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

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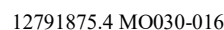
ATTEST: _____
Clerk of the Board

Lynda Salcido, Chair
Board of Supervisors

APPROVED AS TO FORM:

COUNTY COUNSEL

Memorandum of Understanding
between
COUNTY OF MONO
and
MONO COUNTY PARAMEDIC
FIRE RESCUE ASSOCIATION



COUNTY OF MONO and the MONO COUNTY PARAMEDIC FIRE RESCUE ASSOCIATION

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ARTICLE 1. PURPOSE & DEFINITIONS

A. Purpose

It is the purpose of this Memorandum of Understanding ("MOU") to promote and provide for continuity of operations and employment through harmonious relations, cooperation and understanding between management and the employees covered by this MOU; to provide an established, orderly and fair means of resolving any misunderstandings or differences which may arise from the provisions of this MOU, and to set forth the understanding reached between the parties as a result of good faith negotiations on the matters set forth herein.

B. Definitions

The terms used in this MOU shall have the following definitions unless the terms are otherwise defined in specific articles of this MOU:

1. "Association" means the Mono County Paramedic Fire Rescue Association
2. "County" means the County of Mono.
3. "MOU" means this Memorandum of Understanding between the Association and the County.
4. "Employee" means full-time Mono County EMTs, and Paramedics covered by this MOU. Employee does not include Reserve Employees.
5. "Reserve Employees" means temporary employees and/or retired annuitants whom County may utilize to fill vacant shifts of paramedics and EMTs, as described more fully below. County will consult with Association on training and performance issues pertaining to Reserve Employees.
6. "Base Rate of Pay" means the Employee's current range and step hourly rate of pay as identified in Appendix "A".
7. "Regular rate of pay" means the base hourly rate of pay plus any additional amounts required by the Fair Labor Standards Act (FLSA) to be included in the regular rate, for which the employee qualifies under this MOU.
8. "Post-Retirement Health Beneficiary" means a Retiree who, for purposes of Article 11 of this MOU:
 - a. was hired on or prior to January 1, 1986, and was age fifty (50) or older and held permanent employment status on their date of retirement, and accrued at least five (5) years continuous service with the County immediately preceding their date of retirement, unless they at any time prior to retirement opted to participate in the County's Section 401(a) Plan; or
 - b. was hired after January 1, 1986 and on or before July 1, 1987, was age fifty (50) or older and held permanent employment status on their date of retirement, and

accrued at least ten (10) years continuous service with the County immediately preceding their date of retirement unless they at any time prior to retirement opted to participate in the County's Section 401(a) Plan; or

- c. was hired after July 1, 1987 and on or before March 15, 1996, was age fifty (50) or older and held permanent employment status on their date of retirement, and accrued at least fifteen (15) years continuous service with the County immediately preceding their date of retirement unless they at any time prior to retirement opted to participate in the County's Section 401(a) Plan; or,
 - d. was hired after March 15, 1996, and before February 4, 2003, was age fifty (50) or older and held permanent employment status on their date of retirement and accrued at least twenty (20) years continuous service with the County immediately preceding their retirement, unless they at any time prior to retirement opted to participate in the County's Section 401(a) Plan.
9. "Retiree" means a former County employee whom CalPERS considers to be a County retiree/annuitant but who is not a post-retirement health beneficiary as described above.
10. "Vacant Shift" means any shift requiring backfilling due to the absence of an Employee and shifts in addition to normal staffing including partial shifts.

ARTICLE 2. TERM

The provisions of this MOU shall be effective from January 1, 2025. This MOU shall expire at 12:00 midnight on December 31, 2027.

ARTICLE 3. RECOGNITION

The County recognizes the Association as the sole and exclusive representative for full-time employees of the Mono County Paramedic Fire Rescue Association comprised of the classifications of Emergency Medical Technician, Advanced Emergency Medical Technician, Paramedic I, Paramedic II, Paramedic Training Officer, and Paramedic Station Captain.

ARTICLE 4. NON-DISCRIMINATION AND ASSOCIATION RIGHTS

The County recognizes all legal rights of all Employees, , including the right to join and participate in the activities of the Association and to exercise all rights expressly and implicitly described in Section 3500 et seq. of the California Government Code, and the Meyers-Milias-Brown Act. The County shall not intimidate, restrain, coerce, or discriminate against any Employee because of the exercise of any such rights.

There shall be no unlawful discrimination based on an Employee's race, religion, color, national origin, ancestry, sex, age, sexual orientation, marital status, gender identity, gender expression, genetic characteristics or information, military or veteran's status and/or any other category protected by federal and/or state law. In addition, the County shall not retaliate because of an Employee's opposition to a practice the Employee reasonably believes to constitute employment discrimination or harassment or because of the Employee's participation in an employment investigation, proceeding, hearing or legitimate employee organization activities. Employees who believe they have been harassed, discriminated against, or retaliated against, should report that conduct to the County and the County will investigate those complaints.

ARTICLE 5. HEALTH AND DISABILITY INSURANCE

- A. Employees and their dependents are entitled to the medical, dental and vision benefits as provided in this Article and Articles 6 and 7.
- B. The County contracts with CalPERS medical insurance for all employees. The County shall pay only the statutory amount prescribed by Government Code section 22892 per Employee per month for medical insurance.
- C. The County shall enroll Employees in the State Disability Insurance (SDI) program at County expense. Alternatively, if the Association desires its own disability insurance coverage, the County will contribute its current cost for SDI coverage toward such alternative coverage. When an Employee has filed a disability claim and is receiving disability benefits pursuant to the SDI program, the County shall continue paying:
 - 1. Monthly contributions into the Cafeteria Plan based on the Employee's applicable tier (See Article 8); and
 - 2. The medical portion of Social Security.

ARTICLE 6. DENTAL CARE PLAN

The County shall provide all Employees and their dependents with the County dental plan. The current County dental plan shall be the minimum base coverage.

ARTICLE 7. VISION CARE PLAN

The County shall provide all Employees and their dependents a vision care plan. The current vision care Plan C shall be the minimum base coverage.

ARTICLE 8. CAFETERIA PLAN

- A. For employees enrolled in PERS Platinum, the County will contribute into the Cafeteria Plan an amount equal to eighty percent (80%) of the PERS Platinum health insurance premium for the coverage tier in which the Employee is enrolled, minus the statutory amount prescribed by Government Code section 22892, which the County shall pay directly to PERS.
- B. For Employees enrolled in PERS Gold medical coverage, the County will contribute into the Cafeteria Plan an amount equal to ninety-five percent (95%) of the PERS Gold health insurance premium for the coverage tier in which the Employee is enrolled (i.e., single, two-party, or family), minus the statutory amount prescribed by Government Code section 22892, which the County shall pay directly to PERS; or
- C. For employees enrolled in PORAC medical coverage, the County will contribute into the Cafeteria Plan an amount equal to ninety-five percent (95%) of the PORAC health insurance premium for the coverage tier in which the Employee is enrolled (i.e., single, two-party, or family), minus the statutory amount prescribed by Government Code section 22892, which the County shall pay directly to PERS; or
- D. For employees enrolled in medical coverage other than PERS Platinum, Gold or PORAC, the County will contribute into the Cafeteria Plan an amount equal to eighty percent (80%) of the PERS Platinum premium then in effect for the coverage tier in which the Employee is enrolled, minus the statutory amount prescribed by Government Code section 22892, which the County shall pay directly to PERS. Notwithstanding anything to the contrary in this paragraph, under no circumstances shall the Employee contribute less than 5% of the PERS Gold premium then in effect for the coverage tier in which the Employee is enrolled, regardless of the medical coverage selected by the Employee.
- E. The County shall not make any contributions to the Cafeteria Plan for Employees not enrolled in CalPERS or PORAC medical coverage and under no circumstances shall an Employee receive cash back.

ARTICLE 9. 401(a) PLAN

- A. Employees hired on or after February 4, 2003, are not eligible to earn or receive post-retirement health benefits provided by Article 10, but shall instead be eligible to receive County contributions into an Internal Revenue Code Section 401(a) Plan ("401(a) Plan") established by the County, as described more fully below. Any active Employee of the unit who was hired prior to February 4, 2003, may also elect to receive County contributions into a 401(a) Plan under this Article, if an Employee waives and relinquishes any present or future rights to receive the post-retirement health benefits provided by Article 10.

B. County Contribution (By July 31, 2025)

Upon implementation by the County and by no later than July 31, 2025, the following shall take effect, and shall thereupon supersede and replace the below subsections C and D.

County shall continue to contribute into the Section 401(a) Plan an amount on behalf of each Employee electing to participate in this Article equal to the amount contributed by that Employee from the Employee's own pre-tax salary into one of the County's section 457 deferred compensation plans or into the 401(a) Plan directly. The County's contributions shall not exceed five percent (5%) of the Employee's pre-tax salary. Accordingly, if an Employee contributed a total of one to five percent (1-5%) of the Employee's pre-tax salary to a 457 plan or 401(a) plan, then the dollar amount of the County's 401(a) contribution would fully match the Employee's contribution. If an Employee contributed more than five percent (5%) of the Employee's pre-tax salary to a 457 or 401(a) plan, then the dollar amount of the County's 401(a) Plan contribution would be equivalent to the maximum of five percent (5%) of the Employee's pre-tax salary. The Employee may direct the investment of said contributions in accordance with the options or limitations provided in the 401(a) Plan.

C. The County shall contribute into the 401(a) Plan an amount on behalf of each Employee electing to participate under this Article equal to the amount contributed by that Employee from his or her own pre-tax salary into one of the County's Section 457 deferred compensation plans or into the 401(a) Plan directly (if made available to Employee contributions) but not to exceed three percent (3%) of the Employee's pre-tax salary. Accordingly, if an Employee contributes a total of one to three percent (1- 3%) of his or her pre-tax salary to a 457 plan, then the dollar amount of the County's 401(a) contribution would fully match the Employee's 457 contribution; if an Employee contributes more than three percent (3%) of his or her pre-tax salary to a 457 plan, then the dollar amount of the County's 401(a) Plan contribution would be three percent (3%) (and not more) of the Employee's pre-tax salary and would not fully match the Employee's 457 contribution. The Employee may direct the investment of said contributions in accordance with the options or limitations provided by the 401(a) Plan. The Employee's ability to withdraw the County's contributions into the 401(a) Plan is set forth in paragraph C.

D. The 401(a) Plan has the following vesting schedule for participating Employees to earn and be eligible to withdraw or otherwise receive a portion (or in some cases all) of his or her total account value at the time of termination:

<u>Years of County Service</u>	<u>Portion of Account Value Vested</u>
Less than 1 year	0 percent
1 year plus 1 day to 2 years	10 percent
2 years plus 1 day to 3 years	20 percent
3 years plus 1 day to 4 years	40 percent
4 years plus 1 day to 5 years	60 percent

5 years plus 1 day but less than 6 years

80 percent

6 years or more

100 percent

- E. Tax consequences of withdrawals and use shall be subject to any legal requirements or limitations of Internal Revenue Code Section 401(a) and any other applicable laws with which the County and the Plan must comply.

ARTICLE 10. RETIREMENT BENEFITS

A. Retirees

Retirees hired on or after February 4, 2003, who enroll in CalPERS medical insurance or who have relinquished their rights to receive post-retirement health benefits under Article 9, shall receive only the statutory amount prescribed by Government Code section 22892 per month paid directly by the County to PERS.

B. Post-Retirement Health Beneficiaries

1. Not Medicare-Eligible: Post-Retirement Health Beneficiaries who are not yet eligible for Medicare who enroll in CalPERS medical insurance shall receive a flexible credit allowance paid through the County's cafeteria plan equal to the amount paid into the cafeteria plan for Employees under Article 8. This amount does not include the statutory amount prescribed by Government Code section 22892 per month paid by the County directly to PERS. In other words, the amount of the flexible credit allowance will vary as the County's contribution to the Cafeteria Plan for Employees varies and is subject to the same limitations or qualifications applicable to Employees, (e.g., whether the Post-Retirement Health Beneficiary is enrolled in CalPERS medical insurance, the plan selected and the "tier" into which that Post-Retirement Health Beneficiary falls).
2. Medicare-Eligible: Post-Retirement Health Beneficiaries who are eligible for Medicare who enroll in CalPERS medical insurance shall receive a flexible credit allowance paid through the County's cafeteria plan equal to the monthly amount of the PERS Choice Medicare Supplement premium or the monthly premium amount of the plan in which the Post-Retirement Health Beneficiary is enrolled, whichever is less, based on the residency and coverage tier in which the Post-Retirement Health Beneficiary is enrolled, minus the statutory amount prescribed by Government Code section 22892 per month paid by the County directly to PERS.
3. Partially Medicare-Eligible: In the event a Post-Retirement Health Beneficiary and their dependent are not both Medicare-eligible, then the eligible individual shall enroll in Medicare and payment through the cafeteria plan shall not exceed the amount described in A.2.
4. Dental and Eye-Care: Post-Retirement Health Beneficiaries and one dependent (as defined in the dental and eye-care insurance policies) shall also be given the same dental and eye-care benefits provided to Employees in Articles 6 and 7.

ARTICLE 11. VACATION ACCUMULATION

C. Accumulation/ Accrual

Because Employees work 24-hour shifts (or "days") vacation accrual for Employees shall not be as provided in Mono County Personnel Rules section 260. Employees shall accrue vacation as follows:

<u>Years of Service</u>	<u>Annual Accrual</u>	<u>Monthly Accrual</u>
0 - 3	112 hours	9.33 hours
3-10	168 hours	14.00 hours
10-15	191 hours	15.92 hours
15-20	213 hours	17.75 hours
20+	224 hours	18.67 hours

D. Compensation

An Employee who has accrued a minimum of 80 vacation hours may, upon written request, be compensated for up to a maximum of 40 hours of accrued vacation time per calendar year, instead of taking that vacation time off.

C. Maximum Accrual

The maximum number of vacation hours that may be accumulated by any Employee as of December 31st of any year is 400 hours ("Accrual Cap"). Employees shall not accrue any vacation hours upon reaching the Accrual Cap. Employees will have the option to make an irrevocable election to cash out up to 40 hours of vacation leave on an annual basis. To be eligible for annual vacation leave cash out, the employee must have used 48 hours of vacation leave in the prior 12 months. Those employees who have over 400 hours of vacation leave as of the date of the ratification of this MOU shall be cashed out to 400 hours.

ARTICLE 12. SICK LEAVE

A. Full-time Employees will accrue 11.2 hours of sick leave each month.

B. Employees hired prior to July 1, 2016, may convert up to one year of unused sick leave to PERS service credit upon separation from employment with the County, as permitted by California Government Code Section 20965 or successor section. Alternatively, Employees may be compensated for up to 960 hours of accrued sick leave upon separation from County employment as follows:

1. If the Employee has worked for the County less than five (5) years, or elects to apply sick leave toward PERS service credit as provided for above, no amount shall be paid for accrued sick leave.

2. If the Employee has worked for the County more than five (5) years, but less than ten (10) years, then the Employee shall be paid fifty percent (50%) of the dollar value of the accrued sick leave, not to exceed 960 hours.
 3. If the Employee has worked for the County more than ten (10) years, then the Employee shall be paid one hundred percent (100%) of the dollar value of the accrued sick leave, not to exceed 960 hours.
 4. If the Employee is terminated by reason of layoff, the Employee shall be paid one hundred percent (100%) of the dollar value of the accrued sick leave, up to 960 hours, regardless of how long the Employee has worked for the County.
 5. The dollar value of the Employee's accrued sick leave shall be based upon the Employee's base rate of pay on the date of separation.
- C. Employees hired on or after July 1, 2016, may convert unused sick leave to PERS service credit upon separation from employment with the County, as permitted by California Government Code Section 20965 or successor section. These Employees shall not have the option of cash payment for accrued sick leave.

ARTICLE 13. BEREAVEMENT AND CRITICAL ILLNESS LEAVE

Employees shall be allowed bereavement leave and critical illness leave in conformity with Mono County Personnel System, Paramedic Association, Rules 290 and 300. However, instead of receiving a maximum of five 8-hour "working days" of leave, each Employee shall receive two 24-hour shifts of leave per calendar year.

ARTICLE 14. LONGEVITY COMPENSATION

Employees hired before January 1, 2013, shall receive longevity pay of 6.5% of base pay after twelve years of continuous County service. The total amount of longevity pay received by any Employee shall not exceed 6.5% of base pay (i.e., if the Employee currently receives 2.5% longevity, then after twelve years of service, that Employee shall receive an additional 4% longevity pay).

ARTICLE 15. ASSUMING DUTIES ENTAILING GREATER RESPONSIBILITY

- A. If an Employee assumes the duties of a position entailing greater responsibility than his or her presently assigned position, that Employee shall receive a five percent (5%) increase in pay, or the same rate of pay due the "A" step of the higher classification, whichever is higher, during the time the Employee carries out the other duties.

B. This Article applies only when all of the following conditions occur:

1. The Employee received written direction to assume the other duty by the EMS Chief or designee;
2. The assumption of duties entailing greater responsibility must be taken for a period of one full-time week (i.e., 56 hours) before this Article applies. The initial full-time work week shall not be included in the increased pay calculations; and
3. The position assumed has a job description in the most recent job classification and salary survey adopted by the County Board of Supervisors.

C. Pursuant to Government Code Section 20480, no Employee may assume the duties of a position entailing greater responsibility for more than 960 hours in any fiscal year.

ARTICLE 16. RELEASE TIME

- A. The Association President and designee shall have reasonable time off for Association matters (not to exceed a total of three (3) persons), with the approval of the EMS Chief. The President or designees shall give management two (2) weeks' notice, or a reasonable amount of notice as approved by the EMS Chief, prior to taking time off.
- B. The County agrees that Association members on duty may attend semi annual Association membership meetings during working hours without loss of pay provided:
1. Attendance is verified by signature roster prepared and certified by the Association Secretary;
 2. Attendance during working hours without loss of pay will be limited to two (2) hours per meeting;
 3. The Employee's absence from work will not result in the lack of minimum coverage of functions as determined by the EMS Chief.

ARTICLE 17. SHIFT TRADING

The County allows shift trading in accordance with the Shift Trading Policy developed by the EMS Chief, dated November 2018. If the EMS Chief determines that the November 2018, Shift Trading Policy should be amended in a manner which causes the proposed amendment to fall within the meet and confer requirements of the Myers-Milias-Brown Act, the County will meet and confer with the Association regarding the proposed amendment.

ARTICLE 18. OVERTIME

- A. All Employees shall be paid premium pay and/or overtime in accordance with Fair Labor Standards Act (FLSA) requirements for hours worked in excess of forty (40) hours per week.
- B. Employees' normal full-time work schedule shall continue to be two consecutive twenty-four-hour shifts (48 hours) followed by 96 hours (four days) of regular time off. Thus, each normal work week includes regular compensation plus some scheduled overtime ("FLSA premium pay"), all of which is reportable compensation to CalPERS.
- C. Use of vacation time, sick leave, and compensatory time off (CTO) during an Employee's normal work schedule (as discussed above in paragraph A) shall be considered hours worked only for the limited purpose of calculating scheduled overtime ("FLSA premium pay") with respect to that normal work schedule. Use of leave and CTO time shall not be considered hours worked in determining whether an employee must be paid overtime on hours worked in addition to their normal schedule.

ARTICLE 19. EQUIPMENT AND WORKSITE SAFETY

A. Equipment

- 1. The County shall provide Employees with the following equipment, and replace or repair such equipment when deemed necessary by the County:
 - a. Shoulder patches, name tag, and badge.
 - b. Cold weather gear: jacket, pants, hat, boots, gaiters, gloves, pack and goggles.
 - c. Rescue gear: jacket, pants, boots, hood, gloves, safety glasses and helmet.
- 2. All equipment issued to Employees shall remain the property of the County and shall be properly inventoried. Employees shall return assigned insignia and equipment upon termination from County employment. Safety and weather protection equipment shall be issued only to persons required to work under conditions necessitating such equipment. Previously-issued equipment shall be returned by the employee to whom it was issued prior to the assignment of replacement equipment. Employees shall be responsible for the care and maintenance of all issued equipment and for the cost of replacement of lost equipment. County will repair, or replace as necessary, equipment damaged or lost within the course and scope of employment. In addition, the County will maintain a pool of equipment to be available for use by part-time, temporary and reserve employees when they are assigned to work open shifts. One of each of the items listed above will be made available to such Employees.

B. Worksite Safety

- 1. The County shall provide reasonable safety programs and annual on-site safety inspections to assure safe worksites for County employees. Department heads shall schedule the safety

programs and annual on-site worksite inspections. Written complaints shall be filed with the EMS Chief or their designee and copies shall be transmitted by Employees who file them to the President of the Association. Should a complaint be unresolved by the EMS Chief or their designee, an appeal of the matter shall be heard by the Worksite Safety Advisory Committee, which shall make its recommendation to the Board of Supervisors for a final decision.

2. The Worksite Safety Advisory Committee will be established as the need arises, and will consist of the County's designated risk manager, one member designated by the Association, and one member appointed by the other two members.

ARTICLE 20. UNIFORM ALLOWANCE, STANDARDS AND REPLACEMENT

- A. Each Employee shall receive an annual uniform allowance of \$1000 to cover uniform acquisition. Each new Employee shall upon employment receive a one-time advanced payment of \$500 out of the annual allowance for uniform acquisition. Should a new Employee not complete the remaining portion of the fiscal year as an EMT or Paramedic of Mono County, the County may recover \$30.00 per month from the new Employee for each month of said fiscal year not completed. This amount shall be deducted from said Employee's final paycheck. Association understands that the compensation provided by this Article 20 is taxable and that County will withhold taxes from said amounts in accordance with applicable state and federal laws. With the exception of the one-time new Employee payment, the uniform allowance shall be paid in equal installments with the Employee's normal payroll check.
- B. Uniform items and standards shall be as set forth in the "Uniform Standards" standard operating procedure developed by the EMS Chief.
- C. All uniform items damaged within the course and scope of employment shall be replaced or repaired at no cost to the Employee. The determination of whether a uniform item is replaced or repaired shall be made by the EMS Chief or designee.
- D. All insignia and equipment issued to Employees shall be returned to Mono County in good condition, with the exception of normal wear and tear, prior to receipt of the Employee's final paycheck. Any change or addition to the existing uniform which is ordered to take effect immediately by the County shall be at the County's expense.

ARTICLE 21. TRAVEL TIME

Travel time to and from work does not constitute hours worked. This is true whether the Employee works at a fixed location or at different job sites. Time spent traveling during the workday must be counted as hours worked when it is related to the Employee's job and performed pursuant to the County's instruction. Further, travel time that occurs in addition to regular working hours is considered hours worked if it is performed pursuant to County's instructions, whether or not the

Employee is operating a vehicle or riding as a passenger. See Article 22 for travel to continuing education classes required for maintenance of Employees' licenses.

ARTICLE 22. LICENSING

- A. Employees shall meet and maintain any licensing requirements imposed by state law or regulatory agencies with respect to their employment positions. The County shall (1) pay for or reimburse Employee for course fees pre-approved by the Department Head in writing upon submission of an invoice or other documentation acceptable to the Finance Director; (2) Pay for or reimburse an Employee's applicable license renewal fee(s).
- B. In the event and to the extent that County directs an Employee to attend a particular class or training, time spent attending that class or training shall be considered "hours worked." Time spent traveling to the location of a class or training shall not be considered "hours worked" unless it occurs during the Employee's regular shift or is otherwise required to be treated as hours worked under the Fair Labor Standards Act (FLSA).

ARTICLE 23. REQUIRED PHYSICAL EXAMINATIONS

When a physical examination is required for any reason related to the performance of an Employee's duties, the examination shall be provided by a medical doctor designated by the County at the County's expense. The examination shall be performed during the Employee's regular work hours without any deduction in pay.

ARTICLE 24. PERS BENEFITS

Retirement Tier 1 – Safety Members hired before January 2, 2007, shall receive the 3% @ 50 retirement formula, highest twelve (12) month average final compensation period, the Fourth Level of the 1959 Survivor's Benefit, Unused Sick Leave Option, and a two percent (2%) retirement Cost of Living Adjustment (COLA). These Safety Members shall pay the entire nine percent (9%) of the CalPERS employee contribution on a pre-tax basis.

Retirement Tier 2 – Safety Members hired from January 2, 2007 through December 31, 2012, shall receive the 2% @ 50 retirement formula, highest twelve (12) month average final compensation period, the Fourth Level of the 1959 Survivor's Benefit, Unused Sick Leave Option, and a two percent (2%) retirement Cost of Living Adjustment (COLA). These Safety Members shall pay the entire nine percent (9%) of the CalPERS employee contribution on a pre-tax basis.

Retirement Tier 3 – New Safety Members, as defined by CalPERS, hired on or after January 1, 2013, shall receive the 2.7% @ 57 retirement formula, highest thirty-six (36) month average final compensation period, the Fourth Level of the 1959 Survivor's Benefit, Unused Sick Leave Option, and a two percent (2%) retirement Cost of Living Adjustment (COLA). These Safety Members shall pay half the total normal

cost of the retirement plan as determined annually by CalPERS on a pre-tax basis.

Effective the first full pay period following ratification of the MOU, classic members' employee contribution shall be 12% through section 20516(f) cost sharing; and new members' employee contribution shall be 50% of normal cost or 12% through section 20516(f) cost sharing, whichever is more.

The above information is presented for ease of Employee reference. If PERS benefits differ from the above or change, the actual PERS benefits control.

ARTICLE 25. SALARY

- A. The Salary schedule for the Emergency Medical Technician (EMT) classification shall consist of two (2) steps; and for the Paramedic I, Paramedic II, Training Officer and Station Captain classifications shall consist of five (5) steps. Each step shall be equivalent to five percent (5%) above the prior step. Advancement of steps shall be automatic upon the Employee's anniversary date and a satisfactory annual evaluation. No time worked while step increases have been frozen, either pursuant to a previously adopted MOU and/or any imposed terms and conditions, shall be counted for purposes of determining any step increases provided pursuant to this MOU.
- B. All Employees are required to utilize direct deposit of their payroll checks.
- C. Station Captain: The Base Rate of Pay of an Employee promoted to Station Captain shall be fifteen percent (15%) above the Base Rate of Pay of the Employee at the time they are promoted.
- D. Acting Captain: Employees meeting the qualifications and requirements set forth by the EMS Chief for Acting Captain shall receive an additional five percent (5%) above their Base Rate of Pay for all hours worked as Acting Captain as assigned by the EMS Chief.
- E. There shall be cost of living adjustments (COLAs) during the term of this MOU as follows:
 - Effective the first full pay period following ratification of the MOU, all Employees shall receive a seven percent (7%) increase in their Base Rate of Pay.
 - Effective January 1, 2026, all Employees shall receive a three percent (3%) increase in their Base Rate of Pay.
 - Effective January 1, 2027, all Employees shall receive a three percent (3%) increase in their Base Rate of Pay.

ARTICLE 26. HOLIDAY PAY

- A. In lieu of receiving holidays off, Employees shall receive holiday in lieu pay in the amount of eight percent (8%) of their Base Rate of Pay.
- B. Holidays have been eliminated from the work schedule, save and except one personal holiday (24 hours) which will be paid. Any overtime work which falls on regular days off which is coincidentally a calendar holiday, shall be paid at the overtime rate.

ARTICLE 27. EDUCATION INCENTIVE

- A. Educational Incentive Program The intent of this program is to allow Employees to seek continuing education which may or may not be job specific. This program shall not be available or utilized to fund an Employee's license/certification expenses; said expenses are addressed exclusively through Article 22 (Certification; Stipend). Specifically, Employees who wish to enroll in continuing education courses shall be reimbursed by the County for allowable expenses related to the course in an amount not to exceed \$700.00 per calendar year. Allowable expenses shall be actually incurred, shall include tuition costs and out-of-pocket expenses for required course material and textbooks, and shall be subject to the following:
 - 1. Courses must be taken at or by correspondence from a certified training institute, or an accredited institution if comparable courses are not offered in local schools, or if the work assignment of the individual is such that it does not permit regular classroom attendance.
 - 2. Employees will not be granted time off from their regular work schedule to attend such courses, unless approved by the County Administrative Officer.
 - 3. Approval of the educational incentive program shall be at the written discretion of the EMS Chief. Such approval shall be obtained by the Employee prior to enrollment. A copy of the written approval shall be filed by the EMS Chief with the Auditor's Office.
 - 4. Required course material and textbooks may be retained by the Employee upon satisfactory completion of the course.
 - 5. Reimbursement shall be made to the Employee within fifteen (15) calendar days after presentation to the Auditor's Office of appropriate receipts and proof of completion of the course and a minimum grade of "C" or its equivalent.
- B. Instructor Stipend Any Employee who is selected by the EMS Chief to teach a training course, while not on a regularly scheduled shift, as part of their job duties shall receive an instructor stipend of seventy-five (\$75), plus overtime at the FLSA rate for all overtime hours worked.

ARTICLE 28. BILINGUAL PAY

Should the County determine (1) that an employee routinely and consistently needs to use bilingual communication in the delivery of public services, and (2) the employee qualifies and passes all bilingual examination requirements as determined by the County, then the employee shall receive five percent (5%) of the employee's base rate of pay as bilingual pay.

ARTICLE 29. CALL-BACKS, PARTIAL SHIFTS, VACANT SHIFTS, AND FORCE-HIRES

- A. Call Backs An Employee called in to work at any time other than scheduled working hours shall be paid for a minimum of two (2) hours. Should the duration of the call-back exceed two (2) hours, the Employee shall receive credit for the actual time worked. The provisions of this article shall not apply to extended shifts for actual time worked.
- B. Partial and Vacant Shifts Partial and vacant shifts shall be assigned in accordance with the "Shift Trades" standard operating procedure developed by the EMS Chief, dated November 2018. If the EMS Chief determines that the November 2018, SOP should be amended in a manner which causes the proposed amendment to fall within the meet and confer requirements of the Myers-Milias-Brown Act, the County will meet and confer with the Association regarding the proposed amendment.
- C. Force-Hires Notwithstanding any provision to the contrary, any Employee directed to work on a scheduled day off and any Employee required to continue working a shift or part of a shift immediately after working the previous shift, shall be paid at the one and one-half overtime rate.

ARTICLE 30. COMPENSATORY TIME

Employees who work in excess of their regularly scheduled workday or shift, shall be compensated for overtime at a rate of one and one-half (1-1/2) times the employee's regular rate of pay. All paid time shall count as time worked for the purpose of calculating overtime. Overtime may be taken in cash or compensatory time off ("CTO") at the employee's discretion. CTO may not accrue in excess of two hundred (200) hours.

ARTICLE 31. STATION ASSIGNMENTS

County shall have the management right to determine and adjust station assignments at any time, in its sole discretion and notwithstanding any provision of this Article or any past practice to the contrary. Any such change in an Employee's station assignment does not constitute disciplinary action and may not be appealed. In no event shall a change in an Employee's station assignment,

whether temporary or permanent, entitle the Employee to compensation for any additional miles driven or time spent commuting to the new station. Notwithstanding the foregoing, County recognizes that Employees have an interest in station placements. In instances where County finds that it does not have a management need to exercise its right to determine and adjust station assignments, the County shall allow any open station assignment to be filled by the seniority bid process. Only Employees with an overall "competent" or "meets standards" evaluation as measured by the last annual performance evaluation will be guaranteed a seniority bid. Upon request, County shall consult with Association prior to any management decision related to station assignments; County shall not make such decisions arbitrarily or capriciously.

ARTICLE 32. LABOR CODE 4850

The County agrees to continue treating Paramedics and EMTs as if they are eligible for benefits under Section 4850.

ARTICLE 33. PROBATIONARY PERIOD

The probationary period for Employees and other County employees is currently governed by Mono County Personnel System Section 180. Notwithstanding the foregoing or any contrary provision of the Mono County Code or the County's Personnel Policies and Procedures, any probationary Employee in the job classification currently known as Paramedic-I who is otherwise deemed qualified by the County to be promoted to the classification of Paramedic-II shall not be rendered ineligible for such a promotion solely because of his or her probationary status nor shall such a promotion (if any) affect the duration of the initial probationary period. Subject to consideration and written approval by the Chief of EMS and County Human Resources Director, full-time EMT employees hired into an allocated Paramedic position while attending paramedic school will have their probationary period extended until they complete both Paramedic accreditation and a one-year evaluation period as a P1 Paramedic with Mono County EMS to establish competency. This paragraph shall not be construed as entitling any Employee to a promotion and the County reserves its management rights to determine the fitness, eligibility, and qualification of any individual to be promoted.

ARTICLE 34. MISCELLANEOUS PROVISIONS

- A. Entire Agreement This MOU contains all the covenants, stipulations and provisions agreed by the parties. All items relating to wages, hours and other terms and conditions of employment not covered by the MOU shall remain the same for the term of this MOU. Therefore, except by mutual agreement of the parties or as specifically provided otherwise herein, for the life of the MOU, neither party shall be compelled to bargain with the other concerning any mandatory bargaining issue whether or not the issue was specifically bargained for prior to the execution of the MOU. There shall be no changes to the Personnel Rules which affect negotiable wages, hours, terms or conditions of employment without compliance with the Myers-Milias Brown Act's meet-and-confer requirements. This MOU shall remain in full force and effect until a new

MOU is ratified or the County imposes its last, best and final proposal.

- B. Personnel Rules (Personnel System) and SOPs The Parties have met and conferred on amendments to the Personnel Rules which are adopted contemporaneously with this MOU and the standard operating procedures (SOPs) referenced herein.

ARTICLE 35. NON-SEVERABILITY

Should any section, clause, or provision of the Memorandum of Understanding be declared illegal by final judgment of a court of competent jurisdiction or invalid by CalPERS, such invalidation of such section, clause, or provision shall not invalidate the remaining portions thereof, and such remaining portions shall remain in full force and effect. Upon such invalidation, the parties agree immediately to meet and confer on substitute provision for such parts or provisions rendered or declared illegal or an unfair labor practice.

In witness thereof, the parties hereto, acting by and through their duly authorized representatives, have executed this Memorandum of Understanding.


For the County of Mono

John Peters
Chair, Mono County Board of Supervisors


Approved as to Form:

Christopher Beck
County Counsel

For the Mono County PFRA

Signed by:
 3/5/2025

AEB5629F9FA44CC...
Luke Lydiard
Mono County PFRA

Signed by:
 3/5/2025

D20DAB1E14854B4...
Stacie Casabian
Mono County PFRA Negotiator

MONO COUNTY - 2025 Salary Schedule Paramedic Fire Rescue Association (PFRA)

STEPS							
Class Title	RANGE		A	B	C	D	E
Emergency Medical Technician	40	Hourly				\$ 24.8322	\$ 26.0738
		Bi-weekly	NOT APPLICABLE			\$ 1,986.58	\$ 2,085.91
		monthly				\$ 4,304.25	\$ 4,519.47
		Annual				\$ 51,651.04	\$ 54,233.59
Paramedic I	50	Hourly	\$ 27.4671	\$ 28.8405	\$ 30.2825	\$ 31.7966	\$ 33.3864
		Bi-weekly	\$ 2,197.37	\$ 2,307.24	\$ 2,422.60	\$ 2,543.73	\$ 2,670.92
		monthly	\$ 4,760.97	\$ 4,999.01	\$ 5,248.96	\$ 5,511.41	\$ 5,786.98
		Annual	\$ 57,131.58	\$ 59,988.16	\$ 62,987.57	\$ 66,136.95	\$ 69,443.79
Paramedic II	54	Hourly	\$ 30.3088	\$ 31.8242	\$ 33.4154	\$ 35.0862	\$ 36.8405
		Bi-weekly	\$ 2,424.70	\$ 2,545.94	\$ 2,673.23	\$ 2,806.90	\$ 2,947.24
		monthly	\$ 5,253.52	\$ 5,516.20	\$ 5,792.01	\$ 6,081.61	\$ 6,385.69
		Annual	\$ 63,042.26	\$ 66,194.37	\$ 69,504.09	\$ 72,979.30	\$ 76,628.26
Training Officer	56	Hourly	\$ 33.3403	\$ 35.0073	\$ 36.7577	\$ 38.5955	\$ 40.5253
		Bi-weekly	\$ 2,667.22	\$ 2,800.58	\$ 2,940.61	\$ 3,087.64	\$ 3,242.02
		monthly	\$ 5,778.98	\$ 6,067.93	\$ 6,371.33	\$ 6,689.89	\$ 7,024.39
		Annual	\$ 69,347.77	\$ 72,815.16	\$ 76,455.92	\$ 80,278.71	\$ 84,292.65
Station Captain	58	Hourly	\$ 34.8511	\$ 36.5937	\$ 38.4234	\$ 40.3445	\$ 42.3618
		Bi-weekly	\$ 2,788.09	\$ 2,927.50	\$ 3,073.87	\$ 3,227.56	\$ 3,388.94
		monthly	\$ 6,040.86	\$ 6,342.91	\$ 6,660.05	\$ 6,993.05	\$ 7,342.71
		Annual	\$ 72,490.36	\$ 76,114.88	\$ 79,920.62	\$ 83,916.65	\$ 88,112.49

MONO COUNTY - 2026 Salary Schedule Paramedic Fire Rescue Association (PFRA)

STEPS							
Class Title	RANGE		A	B	C	D	E
Emergency Medical Technician	40	Hourly				\$ 25.5772	\$ 26.8561
		Bi-weekly	NOT APPLICABLE			\$ 2,046.18	\$ 2,148.48
		monthly				\$ 4,433.38	\$ 4,655.05
		Annual				\$ 53,200.57	\$ 55,860.60
Paramedic I	50	Hourly	\$ 28.2911	\$ 29.7057	\$ 31.1910	\$ 32.7505	\$ 34.3880
		Bi-weekly	\$ 2,263.29	\$ 2,376.45	\$ 2,495.28	\$ 2,620.04	\$ 2,751.04
		monthly	\$ 4,903.79	\$ 5,148.98	\$ 5,406.43	\$ 5,676.75	\$ 5,960.59
		Annual	\$ 58,845.53	\$ 61,787.80	\$ 64,877.19	\$ 68,121.05	\$ 71,527.11
Paramedic II	54	Hourly	\$ 31.2180	\$ 32.7789	\$ 34.4179	\$ 36.1388	\$ 37.9457
		Bi-weekly	\$ 2,497.44	\$ 2,622.32	\$ 2,753.43	\$ 2,891.10	\$ 3,035.66
		monthly	\$ 5,411.13	\$ 5,681.68	\$ 5,965.77	\$ 6,264.06	\$ 6,577.26
		Annual	\$ 64,933.53	\$ 68,180.20	\$ 71,589.21	\$ 75,168.68	\$ 78,927.11
Training Officer	56	Hourly	\$ 34.3405	\$ 36.0575	\$ 37.8604	\$ 39.7534	\$ 41.7411
		Bi-weekly	\$ 2,747.24	\$ 2,884.60	\$ 3,028.83	\$ 3,180.27	\$ 3,339.29
		monthly	\$ 5,952.35	\$ 6,249.97	\$ 6,562.47	\$ 6,890.59	\$ 7,235.12
		Annual	\$ 71,428.20	\$ 74,999.61	\$ 78,749.59	\$ 82,687.07	\$ 86,821.43
Station Captain	58	Hourly	\$ 35.8967	\$ 37.6915	\$ 39.5761	\$ 41.5549	\$ 43.6326
		Bi-weekly	\$ 2,871.73	\$ 3,015.32	\$ 3,166.09	\$ 3,324.39	\$ 3,490.61
		monthly	\$ 6,222.09	\$ 6,533.19	\$ 6,859.85	\$ 7,202.85	\$ 7,562.99
		Annual	\$ 74,665.07	\$ 78,398.32	\$ 82,318.24	\$ 86,434.15	\$ 90,755.86

MONO COUNTY - 2027 Salary Schedule Paramedic Fire Rescue Association (PFRA)

STEPS							
Class Title	RANGE		A	B	C	D	E
Emergency Medical Technician	40	Hourly				\$ 26.3445	\$ 27.6617
		Bi-weekly	NOT APPLICABLE			\$ 2,107.56	\$ 2,212.94
		monthly				\$ 4,566.38	\$ 4,794.70
		Annual				\$ 54,796.59	\$ 57,536.42
Paramedic I	50	Hourly	\$ 29.1399	\$ 30.5968	\$ 32.1267	\$ 33.7330	\$ 35.4197
		Bi-weekly	\$ 2,331.19	\$ 2,447.75	\$ 2,570.14	\$ 2,698.64	\$ 2,833.57
		monthly	\$ 5,050.91	\$ 5,303.45	\$ 5,568.63	\$ 5,847.06	\$ 6,139.41
		Annual	\$ 60,610.90	\$ 63,641.44	\$ 66,823.51	\$ 70,164.69	\$ 73,672.92
Paramedic II	54	Hourly	\$ 32.1546	\$ 33.7623	\$ 35.4504	\$ 37.2230	\$ 39.0841
		Bi-weekly	\$ 2,572.37	\$ 2,700.99	\$ 2,836.03	\$ 2,977.84	\$ 3,126.73
		monthly	\$ 5,573.46	\$ 5,852.13	\$ 6,144.74	\$ 6,451.98	\$ 6,774.58
		Annual	\$ 66,881.54	\$ 70,225.61	\$ 73,736.89	\$ 77,423.74	\$ 81,294.92
Training Officer	56	Hourly	\$ 35.3707	\$ 37.1392	\$ 38.9962	\$ 40.9460	\$ 42.9933
		Bi-weekly	\$ 2,829.66	\$ 2,971.14	\$ 3,119.70	\$ 3,275.68	\$ 3,439.46
		monthly	\$ 6,130.92	\$ 6,437.47	\$ 6,759.34	\$ 7,097.31	\$ 7,452.17
		Annual	\$ 73,571.05	\$ 77,249.60	\$ 81,112.08	\$ 85,167.68	\$ 89,426.07
Station Captain	58	Hourly	\$ 36.9736	\$ 38.8222	\$ 40.7634	\$ 42.8015	\$ 44.9416
		Bi-weekly	\$ 2,957.89	\$ 3,105.78	\$ 3,261.07	\$ 3,424.12	\$ 3,595.33
		monthly	\$ 6,408.75	\$ 6,729.19	\$ 7,065.65	\$ 7,418.93	\$ 7,789.88
		Annual	\$ 76,905.02	\$ 80,750.27	\$ 84,787.79	\$ 89,027.18	\$ 93,478.54



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

Departments: Public Works

TIME REQUIRED 5 minutes

SUBJECT Mono County Jail Update

**PERSONS
APPEARING
BEFORE THE
BOARD**

Paul Roten, Public Works Director

AGENDA DESCRIPTION:

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

Mono County Jail update.

RECOMMENDED ACTION:

None, informational only.

FISCAL IMPACT:

None.

CONTACT NAME: Paul Roten

PHONE/EMAIL: 760-709-0427 / proten@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

Click to download

[Jail Presentation](#)

History

Time	Who	Approval
3/3/2025 11:25 AM	County Counsel	Yes
3/3/2025 4:45 PM	Finance	Yes
3/4/2025 10:28 PM	County Administrative Office	Yes

Mono County Jail Update

March 11th, 2025

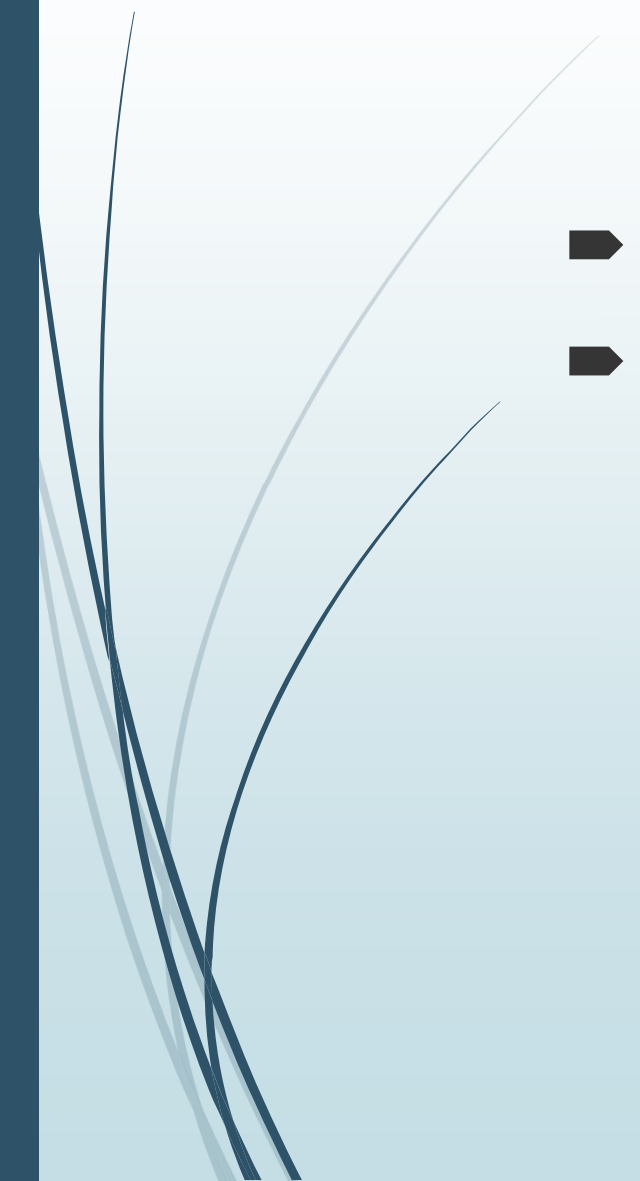


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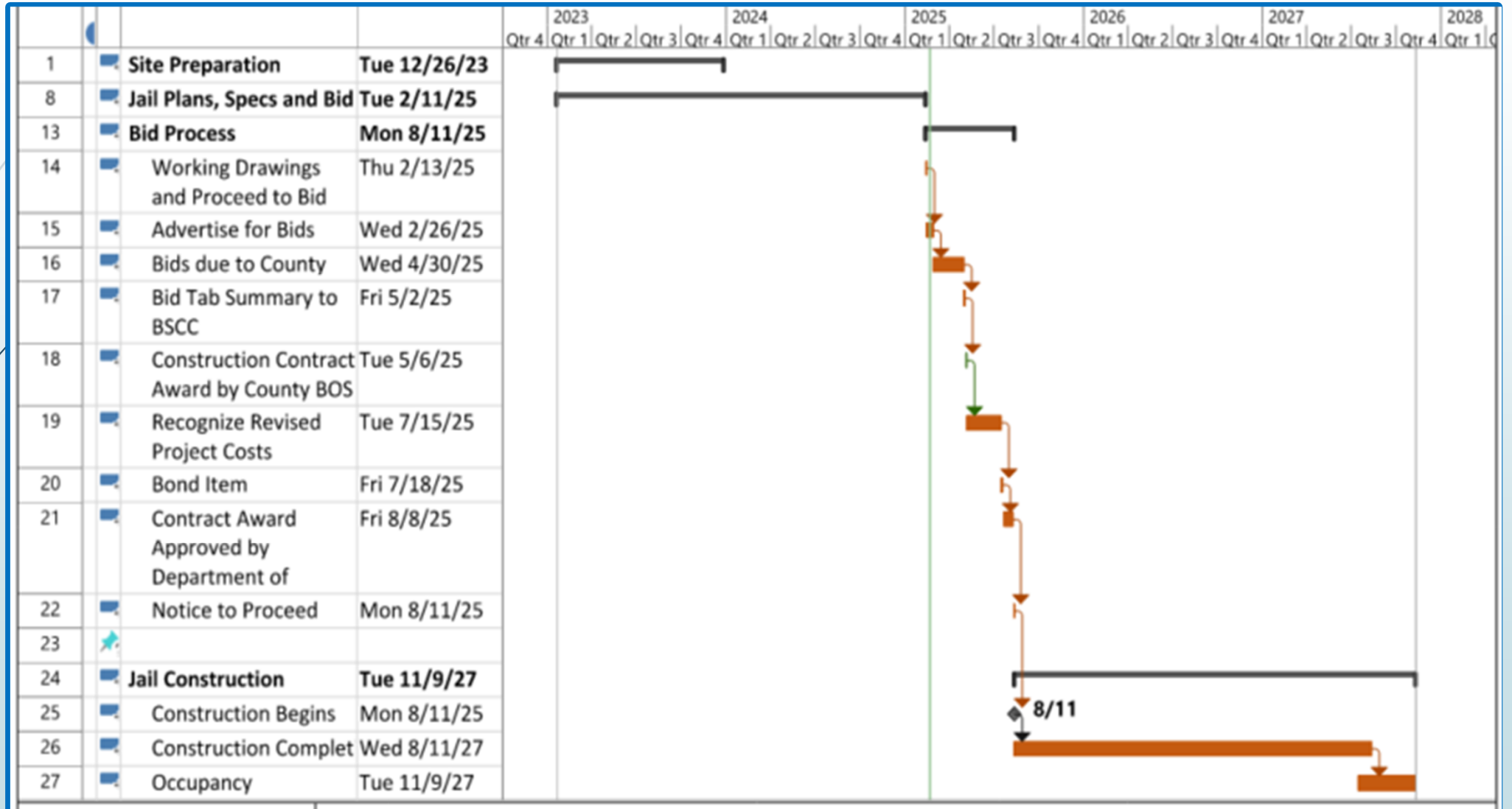




Mono County Jail Update

- Project Schedule
 - Funding Commitment
- 

Mono County Jail Schedule



Mono County Jail Schedule

1. Establish Scope, Costs, Schedules (SPWB Action Item)	August 16, 2022
2. Preliminary Plan Approval (SPWB Action Item)	June 12, 2023
3. Working Drawings & Proceed to Bid Approval	February 13, 2025
4. Advertise for Bids (start of bidding process)	February 26, 2025
5. Bids Due to County	April 30, 2025
6. Bid Tab Summary due to BSCC	May 2, 2025
7. Construction Contract Award by County (Board of Supervisors)	May 6, 2025
8. Recognize Revised Project Costs	July 18, 2025
9. Bond Item	July 18, 2025
10. Contract Award Approved by Department of Finance	August 8, 2025
11. Notice to Proceed	August 11, 2025
12. Construction Completion (24 Months)	August 11, 2027
13. Occupancy (90 Days after COO)	November 9, 2027

Funding Commitment

	R22-21 (3-1-2022)	R22-124 (11-8-2022)	Anticipated (March 2025)	Anticipated Funding Gap
Total Project Cost	\$31,717,355	\$33,708,998	\$40,504,344	\$6,795,346
SB 844	\$25,000,000	\$25,000,000	\$25,000,000	--
Local Match	\$6,717,355	\$9,508,998	\$15,828,344	\$6,795,346
	\$31,717,355	\$33,708,998	\$40,504,344	\$6,795,346



Questions?



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

TIME REQUIRED

SUBJECT Closed Session - Labor Negotiations

**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): Sandra Moberly, Oliver Yee, Christopher Beck, Janet Dutcher, and Christine Bouchard. 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 Correctional Deputy Sheriffs' Association. Unrepresented employees: All.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

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No Attachments Available

History

Time	Who	Approval
2/21/2025 1:22 PM	County Counsel	Yes
2/11/2025 9:02 AM	Finance	Yes
2/21/2025 3:42 PM	County Administrative Office	Yes



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE March 11, 2025

TIME REQUIRED

SUBJECT Closed Session - Initiation of
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 – ANTICIPATED LITIGATION. Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code section 54956.9. Number of potential cases: one.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

☐ YES ☒ NO

ATTACHMENTS:

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No Attachments Available

History

Time	Who	Approval
3/6/2025 3:22 PM	County Counsel	Yes
3/6/2025 5:30 PM	Finance	Yes
3/6/2025 8:21 PM	County Administrative Office	Yes