



# AGENDA

## BOARD OF SUPERVISORS, COUNTY OF MONO STATE OF CALIFORNIA

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

MEETING LOCATION Mammoth Lakes Suite Z, 437 Old Mammoth Rd, Suite Z, Mammoth Lakes, CA 93546

### Regular Meeting December 17, 2019

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#### TELECONFERENCE LOCATIONS:

1) First and Second Meetings of Each Month: Mammoth Lakes CAO Conference Room, 3rd Floor Sierra Center Mall, 452 Old Mammoth Road, Mammoth Lakes, California, 93546; 2) Third Meeting of Each Month: Mono County Courthouse, 278 Main, 2nd Floor Board Chambers, Bridgeport, CA 93517.

Board Members may participate from a teleconference location. Note: Members of the public may attend the open-session portion of the meeting from a teleconference location, and may address the board during any one of the opportunities provided on the agenda under Opportunity for the Public to Address the Board.

**NOTE:** In compliance with the Americans with Disabilities Act if you need special assistance to participate in this meeting, please contact Shannon Kendall, Clerk of the Board, at (760) 932-5533. 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). Any writing distributed less than 72 hours prior to the meeting will be available for public inspection in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517). **ON THE WEB:** You can view the upcoming agenda at <http://monocounty.ca.gov>. If you would like to receive an automatic copy of this agenda by email, please subscribe to the Board of Supervisors Agendas on our website at <http://monocounty.ca.gov/bos>.

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

9:00 AM Call meeting to Order

Pledge of Allegiance

#### 1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

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

and number of persons wishing to address the Board.)

2. **RECOGNITIONS - NONE**

3. **COUNTY ADMINISTRATIVE OFFICE**

CAO Report regarding Board Assignments

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

4. **DEPARTMENT/COMMISSION REPORTS**

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. Board Minutes**

Departments: Clerk of the Board

Approve the minutes of the Regular Meeting of November 12, 2019.

**B. California Immunization Local Assistance Grant Amendment 17-10332, A01**

Departments: Public Health

Proposed Amended Grant Agreement Number 17-10332, A01 with the California Department of Public Health, Immunization Branch.

**Recommended Action:** Approve Amended Grant Agreement Number 17-10332, A01 and authorize the Vice-Chair of the Board of Supervisors to sign the amended contract on behalf of the County. Additionally, provide authorization for the Public Health Director to sign future amendments to the grant that shift funds between budget categories without changes to the grant allocation.

**Fiscal Impact:** There is no impact on the Mono County General Fund. The agreement amendment decreases funding in the amount of (\$6,525) for fiscal years 2019-22 for an amended total of \$174,725 for the 5-year contract period.

**C. General Plan Amendment (GPA) 19-04 Ordinance**

Departments: Community Development

Ordinance ORD 19-04, Adopting General Plan Amendment (GPA) 19-04 consisting of technical changes to the Land Use Element and Conservation/Open Space Element, including modifications to short-term and transient rental policies and regulations, small-scale agricultural uses in residential land use designations, setbacks, placement of manufactured homes in MU designations, and addition of a regulation requiring work to stop if archaeological resources are discovered during construction.

**Recommended Action:** Adopt proposed ordinance No. ORD19-\_\_, An Ordinance

of the Mono County Board of Supervisors adopting General Plan Amendment 19-04. Direct staff to file a notice of determination for the Ordinance.

**Fiscal Impact:** None.

**D. Appropriations Increase Request for Bridgeport Cemetery Road and Memorial Hall Kitchen Remodel Projects (CSA #5)**

Departments: Finance - CSA #5

(Janet Dutcher) - Increase in appropriations and approval for transfers to Public Works from the CSA #5 fund for labor and equipment reimbursements to complete additional road maintenance at the Bridgeport Cemetery in the amount \$5,000 and Memorial Hall Kitchen remodeling in the amount of \$40,000. Projects to be funded from CSA #5 fund carryover balance. Requires 4/5ths vote.

**Recommended Action:** Approve \$45,000 appropriations increase for transfers to Public Works for labor and equipment reimbursements to complete the approved projects from the CSA #5 FY 2019-20 budget.

**Fiscal Impact:** Increases CSA #5 FY 2019-20 expenditure budget from \$438,000 to \$483,000 and decreases anticipated fund balance carryover to \$291,000.

**E. Amendment to Allocation List - Public Health**

Departments: Public Health

Proposed resolution authorizing the County Administrative Officer to amend the County of Mono list of allocated positions to add one community Health Coordinator Level I/II position within the Department of Public Health.

**Recommended Action:** Approve the proposed resolution R19-\_\_, Authorizing the County Administrative Officer to amend the County of Mono list of allocated positions for the Department of Public Health to remove one (1) Tobacco Control Program Coordinator and add one (1) Community Health Program Coordinator Level I/II position.

**Fiscal Impact:** There is no fiscal impact to the County General Fund. This position has been budgeted for in Fiscal Year 2019/20, and is a staffing requirement for the California Tobacco Control Program. Funding for the position comes from the California Tobacco Control Program and Public Health Realignment.

**F. Letter to California Department of Water Resources Regarding Groundwater Basin Prioritization**

Departments: Community Development - Planning

Letter to the State Department of Water Resources urging the finalization of the groundwater basin prioritization ratings.

**Recommended Action:** Approve and authorize the Chair to sign the letter as drafted or as modified by the Board if desired. Provide any other direction to staff.

**Fiscal Impact:** None.

**G. Proclamation Recognizing December 22- 29, 2019 as Childhood Cancer Awareness Week**

Departments: Clerk of the Board

A Proclamation by the Mono County Board of Supervisors recognizing December 22 - 29, 2019 as Childhood Cancer Awareness Week.

**Recommended Action:** Approve proclamation.

**Fiscal Impact:** None.

**6. CORRESPONDENCE RECEIVED**

All items listed are located in the Office of the Clerk of the Board, and are available for review. Direction may be given to staff regarding, and/or the Board may discuss, any item of correspondence listed on the agenda.

**A. Agricultural Commissioner's Office Department Update Decewmber 2019**

December 2019 Department Update from the Inyo and Mono Counties Agricultural Commissioner's Office.

**B. Letters re: Late Night Releases from County Jails**

A letter from Gavin Newsom to Sheriff Braun regarding late-night releases from county jails, and Sheriff Braun's response.

**7. REGULAR AGENDA - MORNING**

**A. Approve Mental Health Services Act Fiscal Year 2019-2020 Annual Update**

Departments: Behavioral Health

40 minutes (20 minute presentation, 20 minute discussion)

(Amanda Greenberg, Robin Roberts) - Presentation by Amanda Greenberg on the Mental Health Services Act (MHSA) FY 2019-2020 Annual Update.

**Recommended Action:** Approve MHSA FY 2019-2020 Annual Update. Provide any desired direction to staff.

**Fiscal Impact:** The MHSA FY 2019-2020 Annual Update outlines plans to spend approximately \$3,800,000 of funding from the Mental Health Services Act. There is no impact to the General Fund.

**B. Cannabis Operation Permit 19-007/Shanti, Co. LLC - Distribution**

Departments: Community Development



15 minutes

(Bentley Regehr) - The proposal is for self-distribution of cannabis products harvested from up to 50 commercial cannabis plants on site (the cultivation of which is permitted separately), including the transportation of goods by the owner.

**Recommended Action:** 1. Find that the project qualifies as an exemption under CEQA guideline 15301 and direct staff to file a Notice of Exemption. 2. Make the required findings pursuant to Mono County Code Chapter 5.60 and approve Cannabis Operation Permit 19-007 for cannabis distribution subject to the findings and conditions as recommended or with desired modifications.

**Fiscal Impact:** The proposed project will generate an incremental increase in cannabis taxes.

**C. Shanti, Co. Operation Permit - Cannabis Cultivation**

Departments: Community Development

30 minutes

(Bentley Regehr) - Review of Cannabis Operation Permit 19-004 for cultivation. The proposal is for commercial cannabis cultivation on a 20-acre parcel located at 100 N. Bodie Hills Drive in the Mono Basin planning area (APN 013-210-024). The property is designated Agriculture (AG), which allows for commercial cannabis cultivation subject to Use Permit and Operation Permit (Mono County Code 5.60).

**Recommended Action:** 1. Find that the project qualifies as an exemption under CEQA guideline 15301 and file a Notice of Exemption. 2. Make the required findings pursuant to Mono County Code Chapter 5.60 and approve Cannabis Operation Permit 19-004 for cultivation subject to the findings and conditions as recommended or with desired modifications.

**Fiscal Impact:** The proposed project will generate an incremental increase in cannabis taxes.

**D. 2019-20 Snow Removal Priorities**

Departments: Public Works

10 Minutes

(Kevin Julian) - Consideration and discussion of County Snow Removal Policy and Priorities, and approval of proposed resolution re-establishing snow removal policies, procedures and priorities for County-maintained roads.

**Recommended Action:** Adopt proposed resolution R19-\_\_\_, Re-establishing snow removal policies, procedures, and priorities for County maintained roads. Provide any desired direction to staff.

**Fiscal Impact:** None.

- E. Civic Center Update**  
Departments: Public Works  
5 minutes

(Tony Dublino, Director of Public Works) - Update on the Mono County Civic Center Project at 96 Thompson Way.

**Recommended Action:** There is no formal action requested, although the Board may provide staff direction regarding proposed design changes.

**Fiscal Impact:** None at this time. Board direction may generate future items that would have associated fiscal impacts.

- F. Community Corrections Partnership Update**  
Departments: Probation  
15 minutes

(Karin Humiston) - Informational Update on the progress of the Community Corrections Partnership.

**Recommended Action:** None; informational only.

**Fiscal Impact:** None

- G. Employment Agreement with Anne Larsen as Assistant County Counsel and Allocation List Amendment**  
Departments: County Counsel  
5 minutes

(Stacey Simon) - After two years in the position of Deputy County Counsel III, an attorney becomes eligible for promotion to Assistant County Counsel. The proposed resolution would allocate an Assistant County Counsel position and eliminate a Deputy County Counsel III position within the Office of the County Counsel and approve an employment agreement with Anne Larsen as Assistant County Counsel.

**Recommended Action:** Adopt proposed resolution R19 - \_\_\_, Authorizing the County Administrative Officer to amend the list of allocated positions to add one Assistant County Counsel position and delete one Deputy County Counsel III position within the Office of the County Counsel. Read fiscal impact and adopt proposed resolution approving an employment agreement with Anne Larsen as Assistant County Counsel.

**Fiscal Impact:** The annual increase in salary and benefits is \$12,977 (salary \$10,440, benefits \$2,537), which amount is available within the County Counsel budget.

- 8. 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.)

**9. CLOSED SESSION**

**A. Closed Session - Human Resources**

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

**B. Closed Session - Public Employment**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION. Government Code section 54957. Title: County Administrative Officer.

**10. BOARD MEMBER REPORTS**

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

**ADJOURN**



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

**REGULAR AGENDA REQUEST**

Print

**MEETING DATE**    December 17, 2019

**Departments: Clerk of the Board**

**TIME REQUIRED**

**SUBJECT**                    Board Minutes

**PERSONS  
APPEARING  
BEFORE THE  
BOARD**

**AGENDA DESCRIPTION:**

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

Approve the minutes of the Regular Meeting of November 12, 2019.

**RECOMMENDED ACTION:**

**FISCAL IMPACT:**

**CONTACT NAME:** Helen Nunn

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

**SEND COPIES TO:**

**MINUTE ORDER REQUESTED:**

YES  NO

**ATTACHMENTS:**

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<a href="#">Draft Minutes</a>

**History**

Time	Who	Approval
12/4/2019 4:21 PM	County Administrative Office	Yes
12/11/2019 5:47 PM	County Counsel	Yes
12/4/2019 2:38 PM	Finance	Yes



**DRAFT MEETING MINUTES  
BOARD OF SUPERVISORS, COUNTY OF MONO  
STATE OF CALIFORNIA**

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

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

**Regular Meeting  
November 12, 2019**

<b>Flash Drive</b>	<b>Board Room Recorder</b>
<b>Minute Orders</b>	<b>M19-244 – M19-247</b>
<b>Resolutions</b>	<b>R19-79 – R19-80</b>
<b>Ordinance</b>	<b>ORD19-08 Not Used</b>

9:07 AM Meeting called to Order by Chair Peters.

*Supervisors Present: Corless, Gardner, Kreitz, Peters, and Stump.  
Supervisors Absent: None.*

The Mono County Board of Supervisors stream most of their meetings live on the internet and archives them afterward. To search for a meeting from June 2, 2015 forward, please go to the following link:  
<http://www.monocounty.ca.gov/meetings>.

Pledge of Allegiance led by Supervisor Gardner.

**1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

**Patty Christensen:**

- Here for an acknowledgement and update. Three Public Works projects at the Antelope Valley Community Center including the tennis courts and parking in senior center, here to say thank you. She is the Vice Chair of AV RPAC, thank you from the RPAC.

**Don Condon:**

- Part of the Electric Vehicle Association, Mammoth – thank you to the county for installing the electric vehicle charging station. Spoke about solar panels, the anticipated need for county buildings to isolate themselves against shutdowns. Submitting an article to the board and hoping for a future agenda item about it. <https://chargebliss.com/>.

**Note:**

**These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors**

**Stacey Adler:**

- Mono County Superintendent of Schools. Here with Christopher Platt, with Mono County libraries. In June 2019 they began a podcast called “Oxygen Starved”, today they released an episode with Bob Gardner. There are 3 sections to the podcast: adventures in and around Mono Co, books and literacy, and an interview with local personality.

**Christopher Platt:**

- The Podcast picking up some traction, listenership is increasing. 2x a month.

**2. RECOGNITIONS - NONE**

**3. COUNTY ADMINISTRATIVE OFFICE**

**Steve Barwick:**

- Has met with 7 departments so far, has been informative and productive. Has a few projects to share later.

**4. DEPARTMENT/COMMISSION REPORTS**

**Nate Greenberg:**

- Recent adjustment to broadband cooperative. Mono has 1 seat of 9 member board of Digital 395, and he was just elected Chair of that board.

**Wendy Sugimura:**

- Hailey Lang is unfortunately leaving her department. November 15 is her last day.
- Continues talking with LADWP

**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. Allocation List Amendment - Behavioral Health – pulled by Supervisor Stump**

Departments: Behavioral Health

Adding two positions to the Allocation List allows Mono County Behavioral Health (MCBH) to promote staff who have met the requirements of the new level and who have received employee evaluations recommending promotion. Additionally, one of these positions will allow MCBH to fill a position that has been vacated by an employee taking on new job duties.

**Action:** Adopt proposed resolution R19-79, Authorizing the County Administrative Officer to amend the County of Mono list of allocated positions to add two FTS I positions and remove one Office Assistant I/II position within the Department of Behavioral Health.

**Note:**

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**Stump moved; Kreitz seconded**

**Vote: 5 yes; 0 no**

**R19-79**

**Supervisor Stump:**

- Pulled because he has heard there are some deficits in public health, if there are funding shortfalls that could affect critical services, he'd like to see where funding can be found to maintain services.

**Janet Dutcher:**

- has been working with their fiscal staff, they have a presentation on Dec 10, presenting trends in PH, why we have a fiscal problem, and possible solutions.

**B. Amendment to Contract with Bauer Planning for Environmental Services**

Departments: Community Development - Planning

Proposed contract amendment with Bauer Planning and Environmental Services to extend the expiration date and increase the not-to-exceed budget for an existing contract pertaining to the Tioga Inn Specific Plan Amendment and associated environmental analysis.

**Action:** Approve the contract amendment to extend the expiration date to December 30, 2020, and increase the not-to-exceed budget by \$85,700, and authorize Steve Barwick, CAO, to execute said contract on behalf of the County, with the total contract amount to be \$192,550.

**Kretiz moved; Gardner seconded**

**Vote: 5 yes; 0 no**

**M19-244**

**C. Amendment to North American Mental Health Services Contract**

Departments: Behavioral Health

Proposed amendment adding tele-therapy services to the agreement between the County of Mono and Native American Mental Health Services DBA North American Mental Health Services for the provision of tele-psychiatry services. The purpose of this amendment is to provide Spanish speaking services and increase capacity in the Behavioral Health Department. The original agreement was approved by the Board on September 10, 2019.

**Action:** Approve proposed amendment adding tele-therapy services to the current contract with North American Mental Health Services DBA North American Mental Health Services. Authorize CAO to execute amendment on behalf of the County.

**Kreitz moved; Gardner seconded**

**Note:**

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**Vote: 5 yes; 0 no**  
**M19-245**

**D. Approved Increase in Appropriations to make a financial contribution to the Mono Basin Scenic Area Visitors Center using Geothermal Royalty revenues**

The Mono Basin Scenic Area Visitor Center in Lee Vining is operated by the US Forest Service and provides regional information to travelers visiting the Mono Basin Scenic Area in the Eastern Sierra and Yosemite National Park. Without additional funding, the center will close. This item is a request for a one-time contribution to the center in order to extend its operating hours through the end of November.

**Action:** Approve increase of \$2,400 in Geothermal Royalties Fund to make a one-time contribution to the Mono Basin Scenic Area Visitor Center in Lee Vining for extending the center's operating hours through the end of November 2019 (requires 4/5ths vote).

**Kreitz moved; Gardner seconded**

**Vote: 5 yes; 0 no**

**M19-246**

**6. CORRESPONDENCE RECEIVED - NONE**

All items listed are located in the Office of the Clerk of the Board, and are available for review. Direction may be given to staff regarding, and/or the Board may discuss, any item of correspondence listed on the agenda.

**7. REGULAR AGENDA - MORNING**

**A. 2019 Economic Outlook and General Fund Fiscal Performance**

Departments: Finance

(Janet Dutcher) - Presentation discussing the 2019 and beyond economic outlook, analysis of trends, review of the County's General Fund (GF) fiscal performance for the year ended June 30, 2019, and concluding with information about the status of GF carryover and reserve balances.

**Action:** None.

**Janet Dutcher:**

- Went through her PowerPoint.
- Answered general questions from the board.

General thanks to Janet and comments from the board.

Break at 10:57

**Note:**

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Back at 11:09

**B. Community Corrections Partnership Update**

Departments: Probation

(Karin Humiston) - Informational update on the progress and activities of the Community Corrections Partnership.

**Action:** None.

**Jeff Mills:**

- Stepping in for Karin Humiston. New programs in the works for the Probation Department. Executive committee working on a budget that supports goals and objectives.

General board comments and questions.

**C. Resolution Approving Application for Senate Bill-2 Grant Funds for Housing Production**

Departments: Community Development

(Bentley Regehr) - A formal resolution is required in order to complete the SB-2 application process, and therefore this agenda item requests the Board approve the attached Resolution. Upon Board approval, staff will submit an over-the-counter request for \$160,000 to the California Department of Housing and Community Development (HCD) for SB-2 funds.

**Action:** 1. Approve Resolution 19-80, Authorizing application for, and receipt of, Senate Bill (SB) 2 planning grant funds for use in developing prescriptive designs for accessory dwelling units and the creation of a CEQA streamlining checklist for greenhouse gas emissions. 2. Provide any additional direction to staff.

**Kreitz moved; Corless seconded**

**Vote: 5 yes; 0 no**

**R19-80**

**Supervisor Kreitz:**

- She just attended the coalition for housing in Monterey. Mentioned new, cooperative resources available for prescriptive designs.

**Wendy Sugimura:**

- Addressed how Community Development addresses prescriptive designs.

**D. CPUC Proceedings Regarding Public Safety Power Outages**

Departments: County Counsel

(Stacey Simon) - Opportunities for participation in California Public Utility Commission (CPUC) rulemaking proceedings related to electrical de-

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energization (PSPS).

**Action:** Continued discussion of County's options for participation in ongoing rulemaking of the California Public Utilities Commission (CPUC) related to electrical de-energization (PSPS) in California and/or in related processes.

**Stacey Simon:**

- Discussed how de-energizations are handled throughout the state. Lots of participation and input into CPUC procedures and impacts to Mono. Encouraged by being able to address our unique weather impacts.

**Nate Greenberg:**

- CPUC Action, announced last week. Rural counties are feeling heavier impacts than other counties.

**Kathy Peterson:**

- Need to be aware of those who need assistance, help if we can predict when their power will be affected.

**8. 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.)

**9. CLOSED SESSION at 11:59**

**A. Closed Session - Human Resources**

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

**B. Closed Session -- Exposure to Litigation**

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code section 54956.9. Number of potential cases: 1. Existing Facts and Circumstances: Return of Water to Mill Creek by Southern California Edison, Mono Lake Committee, et al.

**Note:**

These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors

**C. Closed Session - Exposure to Litigation**

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code section 54956.9. Number of potential cases: 1. Existing Facts and Circumstances: Withdrawal from Owens Valley Groundwater Authority Joint Powers Agreement.

**D. Closed Session - Existing Litigation**

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION. Paragraph (1) of subdivision (d) of Government Code section 54956.9. Name of case: United States, Walker River Paiute Tribe v. Walker River Irrigation District, U.S. District Court of Nevada, Case No. 3:73-cv-00127-MMD-WGC

**THE AFTERNOON SESSION WILL RECONVENE NO EARLIER THAN 12:30 P.M.**

**Back at 1:02**

**10. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD**

No one spoke.

**11. REGULAR AGENDA - AFTERNOON**

**A. Conway Ranch Grazing Request for Proposal**

Departments: Public Works

(Justin Nalder) - Receive staff presentation on Conway Ranch Cattle Grazing Request for Proposal.

**Action:** Approve publication of Conway Ranch Cattle Grazing Request for Proposal.

**Stump moved; Gardner seconded**

**Vote: 5 yes; 0 no**

**M19-247**

**Justin Nalder:**

- Went through his staff report. Expects to have RFP for Conway soon so operations should be in place by next year.
- National Resource Conservation Service plan, August 2018
- Seems grazing plan fits well with the established conservation easement plan

**Public Comment:**

**Tim Hansen:**

- fencing has not been brought up. A: fencing would be required per the language in the proposal.

**Note:**

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**Jake Suppa:**

- supports RFP, please keep in mind the 75 acre conservation parcel.

**Jeff Hunewill:**

- hopes the County goes forward with this, would be a good use of land. Keep the water used beneficially.

Justin Nalder:

- Historic structures and visitor locations will stay open, cow grazing should not impact these areas.

General board discussion, supportive of this use.

Supervisor Corless asked for future update on historic buildings.

## **B. Update on Mill/Wilson Creek Water Management**

Departments: County Counsel / Public Works

(Jason Canger) - Receive staff update on water management activities on Mill and Wilson Creeks in the North Mono Basin.

**Action:** None.

Stacey Simon and Bob Gardner are both recusing themselves; both own property within 500 feet of the creek.

Stepped out at 1:35 pm

**Jason Canger:**

- Went through staff report, series of events.

**Supervisor Peters:**

- Introduced a letter of correspondence dated October 25, 2019, included in Additional Documents.

**Hillary Hansen Jones:**

- Lives on Mono Lake. Read two letters into the record, Katie Maloney Bellomo and Cole Hawkins – see Additional Documents. Referred to her letter from several months ago in response to Mono Lake Basin's rebuttal letter.

Supervisor Kreitz needed to leave at 2:04.

Break at 2:09. Simon and Gardner returned. Back at 2:12

## **C. Owens Valley Groundwater Authority Membership**

Departments: County Counsel's Office, Community Development Department

(Jason Canger, Wendy Sugimura) - Receive update on status of the Owens Valley Groundwater Authority's preparation of a groundwater sustainability plan for the Owens Valley Groundwater Authority.

**Jason Canger:**

- Gave overview.

**Supervisor Stump:**

Is Chair of Owens Valley Groundwater Board.

**Note:**

These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors

## 12. BOARD MEMBER REPORTS

### Supervisor Corless:

- 11/6 Mammoth Lakes Town Council meeting—advocated for consistent flavored tobacco policy, sounds like town staff will bring back an ordinance for council consideration, though there wasn't clear consensus among councilmembers.
- 11/7 Meeting at LADWP with Inyo National Forest Supervisor Tammy Randall-Parker, Engineer Nora Gamino, and White Mountain District Ranger Phillip DeSenze. Purpose of the meeting was to ask for LADWP's partnership and investment in forest health and watershed improvement projects on the Inyo NF, given that the forest is a major source of water for Los Angeles and that projects could benefit water quality and quantity. There is a model for this type of investment with the city/county of Denver.
- 11/8 Participated in the state Forest Management Task Force Sierra/Eastside Regional Prioritization Group meeting.

### Supervisor Gardner:

- Last Wednesday Nov. 6 I attended the meeting of the June Lake Citizens Advisory Committee. We discussed several issues, including the recent power outages, parking concerns in the village, and the County's permit process.
- On Thursday Nov. 7 I attended a presentation sponsored by the Mono County Board of Education and the Mono Arts Council on Arts Education for our children and youth. Data was presented that showed only 26 percent of our children and youth have the opportunity for arts education. We may receive requests for resources for arts education as we consider our 2020-2021 County budget next spring.
- On Friday Nov. 8 I attended a meeting of the Eastern Sierra Transit Authority Board in Bishop. Other than the regular monthly operations and financial reports, the Board elected officers and set the meeting schedule for next year. It is important to note that the Reno bus ridership continues to grow each month.
- Last night I attended a meeting of the Mono Basin Fire Safe Council. This group continues to work on getting more fire prevention and other initiatives organized for their region. The group is pursuing a grant opportunity and options for increasing public awareness of fire prevention for residents and visitors.

### Supervisor Kreitz:

Absent for Board reports.

### Supervisor Peters:

- 6<sup>th</sup> Fisheries Fish stocking and fisheries management
- 6<sup>th</sup> Jan Cutts HT District Ranger
- 7<sup>th</sup> GBAQCB – Wood Stove replacement
- 7<sup>th</sup> IMACA
- 7<sup>th</sup> RPAC AV – Healthy discussion on Commercial Cannabis
- Veterans Day 11<sup>th</sup> Mammoth Fire Station 1 Mammoth lakes Foundation Keynote George Savage
- Hailey Lange
- Follow Up to Patti's Public Comment Joe Blanchard
- Vandalism at the tennis court
- **Upcoming:** BP RPAC

### Supervisor Stump:

#### Note:

These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors

- 11-7 : Attended the Great Basin Unified Air Pollution District Meeting - First draft of the new smoke management plan was discussed as well as the new grant for wood stove replacement.
- 11-7 : OVGA Agenda Review for the 11-14 meeting - Bob Harrington is now involved which is a good thing
- 11-7 : Followed up with Alpine County Supervisors Haymes and Griffin about the "burn box (boss)" to see if it could be an alternative to assist the June Mountain fuel reduction project. Turns out it was purchased by GBUAPCD for Alpine County. Alpine County is not using it. Perhaps Mono Could rent it for \$1 per year and use it here. This needs to be followed up on.

**ADJOURNED at**

**ATTEST**

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**JOHN PETERS**  
**CHAIR OF THE BOARD**

---

**HELEN NUNN**  
**ASSISTANT CLERK OF THE BOARD**



OFFICE OF THE CLERK  
OF THE BOARD OF SUPERVISORS

## REGULAR AGENDA REQUEST

Print

**MEETING DATE** December 17, 2019

**Departments: Public Health**

**TIME REQUIRED**

**SUBJECT** California Immunization Local  
Assistance Grant Amendment 17-  
10332, A01

**PERSONS  
APPEARING  
BEFORE THE  
BOARD**

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### AGENDA DESCRIPTION:

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

Proposed Amended Grant Agreement Number 17-10332, A01 with the California Department of Public Health, Immunization Branch.

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### RECOMMENDED ACTION:

Approve Amended Grant Agreement Number 17-10332, A01 and authorize the Vice-Chair of the Board of Supervisors to sign the amended contract on behalf of the County. Additionally, provide authorization for the Public Health Director to sign future amendments to the grant that shift funds between budget categories without changes to the grant allocation.

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### FISCAL IMPACT:

There is no impact on the Mono County General Fund. The agreement amendment decreases funding in the amount of (\$6,525) for fiscal years 2019-22 for an amended total of \$174,725 for the 5-year contract period.

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**CONTACT NAME:** Bryan Wheeler

**PHONE/EMAIL:** 7609241835 / bwheeler@mono.ca.gov

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### SEND COPIES TO:

Bryan Wheeler

Sandra Pearce

Kim Bunn

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### MINUTE ORDER REQUESTED:

YES  NO

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### ATTACHMENTS:

Click to download

[BOS Staff Report](#)

**History**

<b>Time</b>	<b>Who</b>	<b>Approval</b>
12/12/2019 2:54 PM	County Administrative Office	Yes
12/11/2019 5:46 PM	County Counsel	Yes
12/13/2019 8:10 AM	Finance	Yes





# MONO COUNTY HEALTH DEPARTMENT

## Public Health

P.O. Box 476, BRIDGEPORT, CA 93517 PHONE (760) 932-5580 • FAX (760) 924-1831  
P.O. Box 3329, MAMMOTH LAKES, CA 93546 PHONE (760) 924-1830 • FAX (760) 924-1831

DATE: December 17, 2019  
TO: Honorable Board of Supervisors  
FROM: Bryan Wheeler, Health Program Manager/PHN  
SUBJECT: California Immunization Local Assistance Grant Amendment 17-10332, A01

### **Recommendation:**

Approve Amended Grant Agreement Number 17-10332, A01 and authorize the Chairman of the Board of Supervisors to sign the amended contract on behalf of the County. Additionally, provide authorization for the Public Health Director to sign future amendments for the grant that shift funds between budget categories without changes to the grant allocation. Provide any desired direction to staff.

### **Discussion:**

The California Department of Public Health, Immunization Branch has requested a contract amendment to decrease funding in the amount of (\$6,525) for the 2017-2022 contract period due to federal budgetary constraints. The Centers for Disease Control and Prevention has provided California with base funding levels, which results in decreased funding availability for existing local assistance immunization grant agreements. This amendment decreases the Department's local assistance immunization budget by (\$2,175) for each fiscal year of the remaining term of the agreement (FY 2019-22). The reduction in funding requires a revised Scope of Work, which ultimately reflects fewer required activities.

The Health Department contracts with the California Department of Public Health, Immunization Branch for the provision of immunization services. The Immunization Branch helps ensure that people living in California who are uninsured and under-insured have access to disease preventing vaccinations. The 8 components of this program include:

- Vaccine Accountability and Management
- Access to and Utilization of Quality Immunization Services
- California Immunization Registry (CAIR)<sup>3</sup>
- Perinatal Hepatitis B Prevention

- Education, Information, Training, and Partnerships
- Prevention, Surveillance, and Control of Vaccine Preventable Disease
- Childcare and School Immunization Entry Requirements
- Improve and Maintain Preparedness for an Influenza Pandemic

This contract authorizes the Mono County Health Department to receive funding to fulfill the 8 program components.

**Fiscal Impact/Budget Projections:**

There is no impact on the Mono County General Fund.

The agreement amendment decreases funding in the amount of (\$6,525) for fiscal years 2019-22 for an amended total of \$174,725 for the 5-year contract period.

For questions regarding this item, please call Bryan Wheeler (760) 924-1835.

Submitted by Bryan Wheeler, Health Program Manager/PHN

Reviewed by Sandra Pearce, Public Health Director

## CALIFORNIA IMMUNIZATION PROGRAM PROGRAM

Awarded By

THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH, hereinafter “Department”

TO

Mono County Public Health Department, hereinafter “Grantee”

Implementing the project, “To assist local health departments (LHDs) in preventing and controlling vaccine-preventable diseases (VPDs) in the local health jurisdiction (LHJ),” hereinafter “Project”

### AMENDED GRANT AGREEMENT NUMBER 17-10332, A01

The Department amends this Grant and the Grantee accepts and agrees to use the Grant funds as follows:

**AUTHORITY:** The Department has authority to grant funds for the Project under Health and Safety Code, Section 120325-120380 of the Health & Safety Code, which requires immunizations against childhood diseases prior to school admittance and Federal Grant number 1 NH23IP922612

**PURPOSE FOR AMENDMENT:** The purpose of the Grant amendment is to decrease funding in the amount of (\$6,525) for FY2019-22 due to federal budgetary constraints. The Centers for Disease Control and Prevention has provided California with base funding levels, which results in decreased funding availability for existing local assistance immunization grant agreements. This amendment decreases this agreement’s local assistance immunization budget by (\$2,175) for each fiscal year of the remaining agreement term FY2019-22. The reduction in funding requires a revised Scope of Work, which ultimately reflects fewer required activities.

**Amendments** are shown as: Text additions are displayed in **bold and underline**. Text deletions are displayed as strike through text (i.e., ~~Strike~~).

**AMENDED GRANT AMOUNT: this amendment** is to decrease the grant by \$6,525 and is amended to read: **\$174,725 (One Hundred Seventy Four Thousand Seven Hundred Twenty Five Dollars)** ~~\$181,250 (One Hundred Eighty One Thousand Two Hundred Fifty Dollars).~~

Amends Exhibit A – CDPH Immunization Branch Scope of Work for Local Health Departments is hereby replaced in its entirety and shall now read Exhibit A01, Form 4, CDPH Immunization Branch Scope of Work for Local Health Departments.

Amends Exhibit B – Budget and Budget Detail and Payment Provisions is replaced in its entirety with Exhibit B A01 and Exhibit B – Budget A01.

All other terms and conditions of this Grant shall remain the same.

**PROJECT REPRESENTATIVES.** The Project Representatives during the term of this Grant will be:

<b>California Department of Public Health</b>	<b>Grantee:</b> Mono County Public Health Department
Immunization Branch Name: Noemi Marin, Grant Manager	Name: Bryan Wheeler, Health Program Manager
Address: 850 Marina Bay Pkwy., Bldg. P, 2 <sup>nd</sup> Floor	Address: P.O. Box 3329
City, ZIP: Richmond, CA 94804	City, ZIP: Mammoth Lake, CA 93546
Phone: (510) 620-3737	Phone: (760) 924-1835
Fax: (510) 620-3774	Fax: (760) 924-1831
E-mail: Noemi.Marin@cdph.ca.gov	E-mail: bwheeler@mono.ca.gov

Direct all inquiries to:

<b>California Department of Public Health, Immunization Branch</b>	<b>Grantee:</b> Mono County Public Health Department
Attention: Roland Rafol	Attention: Bryan Wheeler, Health Program Manager
Address: 850 Marina Bay Pkwy., Bldg. P, 2 <sup>nd</sup> Floor	Address: P.O. Box 3329
City, Zip: Richmond, CA 94804	City, Zip: Mammoth Lake, CA 93546
Phone: (510) 412-6053	Phone: (760) 924-1835
Fax: (510) 620-3774	Fax: (760) 924-1831
E-mail: Roland.Rafol@cdph.ca.gov	E-mail: bwheeler@mono.ca.gov

All payments from CDPH to the Grantee shall be sent to the following address:

<b>Remittance Address</b>
<b>Grantee:</b> Mono County Public Health Department
Attention "Cashier": Kim Bunn
Address: P.O. Box 556
City, Zip: Bridgeport, CA 93517
Phone: (760) 932-5587
Fax: (760) 932-5284
E-mail: kbunn@mono.ca.gov

Either party may make changes to the information above by giving a written notice to the other party. Said changes shall not require an amendment to the agreement, but the Grantee will be required to submit a completed CDPH 9083 Governmental Entity Taxpayer ID Form or STD 204 Payee Data Record Form which can be request through the CDPH Project Representatives for processing.

All other terms and conditions of this Grant shall remain the same.

IN WITNESS THEREOF, the parties have executed this Grant on the dates set forth below.

Executed By:

Date:

\_\_\_\_\_

\_\_\_\_\_  
John Peters, Chair

Mono County Board of Supervisors

P.O. Box 715

Bridgeport, CA 93517

Date:

\_\_\_\_\_

\_\_\_\_\_  
Angela Salas, Chief

Contracts and Purchasing Services Section

California Department of Public Health

1616 Capitol Avenue, Suite 74.317, MS 1802

P.O. Box 997377

Sacramento, CA 95899-7377

**Exhibit A01**  
**CDPH Immunization Branch**  
**Scope of Work for Local Health Departments FY 2019-22**

**Purpose**

The purpose of this grant is to assist local health departments (LHDs) in preventing and controlling vaccine-preventable diseases in the local health jurisdiction (LHJ).

**Related Statutes**

California Health & Safety Code sections:

- 120130 requires the Local Health Officer to properly report to CDPH those diseases listed as reportable, which include vaccine-preventable diseases.
- 120175 requires the Local Health Officer to take measures as may be necessary to prevent the spread or occurrence of additional cases of reportable diseases (which includes reportable vaccine-preventable diseases).
- 120350 requires Local Health Officers to organize and maintain a program to make available the immunizations required for admittance to child care facilities and schools.

**Services to be Performed by the Grantee**

The Grantee is to implement activities to:

- Assess and improve coverage levels in the jurisdiction of all vaccines recommended by the Advisory Committee on Immunization Practices (ACIP) to protect the population.
- Detect, report, and control vaccine-preventable diseases in the jurisdiction.

The LHD must agree to the following inclusive objectives and conduct the following activities. Many of the services to be performed are also conditions for federal funding of the CDPH Immunization Branch (IZB) and/or statutory requirements of State and LHDs. The level of subvention grant funding to be awarded is not represented as sufficient for support of all the required activities; a significant amount of local support and funding is expected. Subvention grant funds must not be used to supplant (i.e., replace) local funds currently being expended for immunization services and activities.

Grantee agrees to assign the responsibility of monitoring each program component:

1) Vaccine Accountability and Management; 2) Access to and Utilization of Quality Immunization Services; 3) California Immunization Registry (CAIR)<sup>3</sup>; 4) Perinatal Hepatitis B Prevention; 5) Education, Information, Training, and Partnerships; 6) Prevention, Surveillance and Control of Vaccine Preventable Disease (VPD); 7) Childcare and School Immunization Entry Requirements; and 8) Influenza.

Grantee will monitor grant fund expenditures to maximize the utilization of the funding for achieving the goals and objectives. Grant invoices shall be reviewed and submitted quarterly to the CDPH Immunization Branch.

The Immunization Coordinator is required to participate in meetings, webinars, and conference calls as requested by the CDPH Immunization Branch including, but not limited to, the CDPH Immunization Branch's Immunization Coordinators' Meeting, New Immunization Coordinator Orientation (offered annually and required for all new Immunization Coordinators), regional coordinators' meetings, and

**Exhibit A01**  
**CDPH Immunization Branch**  
**Scope of Work for Local Health Departments FY 2019-22**

conference calls related to influenza, outbreak control, perinatal hepatitis B, changes in policies and procedures, and other important issues.

**1. Vaccine Accountability and Management**

**Goal 1.1** Maintain viability of IZB supplied vaccine to ensure vaccine effectiveness and reduce vaccine waste.

Required Activities	Performance Measures
<p>a. Annually, make sure all relevant staff within LHD-operated clinics (routine, mass vaccination, or special immunization outreach) are properly trained on current policies and procedures for proper vaccine storage and handling outlined in each participation agreement/addendum for the receipt of IZB supplied vaccines (317, Vaccines for Children [VFC], state general fund).</p>	<ol style="list-style-type: none"> <li>1. Updated Vaccine Management Plans for each LHD facility.</li> <li>2. Completed EZIZ Lessons for Key Practice Staff.</li> <li>3. Documentation of completed trainings.</li> </ol>
<p>b. Develop and implement a training plan for provider facilities outside LHDs receiving IZB supplied doses (state or 317 Outbreak). Focus the plan on proper vaccine management, vaccine storage and handling requirements, and administration prior to the distribution of IZB-supplied vaccines.</p>	<ol style="list-style-type: none"> <li>1. Training plan developed and implemented.</li> <li>2. Completed trainings/Documentation of completed trainings.</li> <li>3. Completed and signed Vaccine Management Plans.</li> </ol>
<p>c. Develop and implement a plan to verify that 317 Outbreak and state general fund immunizations administered by providers outside the LHDs adhere to policies for vaccine management. Conduct Quality Assurance verifications (such as random temperature log review, on site vaccination clinic assessments, review of vaccine losses, etc.) at least every other year, in a sample of sites receiving vaccines.</p>	<ol style="list-style-type: none"> <li>1. Developed and implemented Quality Assurance Plan.</li> <li>2. Completion of Mass Vaccination Hourly Temperature Logs/Electronic Data Files.</li> <li>3. Temperature Documentation on CDPH provided Logs for all IZB-supplied vaccines/Electronic Temperature Files.</li> <li>4. Completed Quality Assurance verifications in a minimum sample of 10% of sites receiving vaccines.</li> </ol>
<p>d. Promote and encourage adoption of CDPH and CDC storage and handling guidelines among all healthcare providers providing immunization services in the community.</p>	<p>Documentation of storage and handling best practices promotion efforts.</p>

**Exhibit A01**  
**CDPH Immunization Branch**  
**Scope of Work for Local Health Departments FY 2019-22**

**Goal 1.2** Facilitate compliance with current protocols, policies, and procedures for vaccine accountability for LHD facilities and partners that receive IZB-supplied vaccine.

Required Activities	Performance Measures
a. Make sure all relevant staff involved in vaccine ordering, management, and accountability activities within local health department-operated clinics adhere to all program requirements as outlined in the VFC/317 Provider Participation Agreements and Addendums. Complete annual VFC/317 program recertification.	Completed annual program recertification and corresponding educational lessons for all key practice staff.
b. Promote adherence to eligibility guidelines corresponding to VFC, Section 317, and state general fund vaccines. Upon release of the Immunization Branch’s Vaccine Eligibility Guidelines, IMM-1142, disseminate guidance to all relevant staff involved in vaccine ordering, management, and accountability activities within local health department operated pediatric and adult immunization clinics.	Documentation of provided guidance.
c. Verify that processes are in place such that IZB-supplied (317, VFC, state) vaccines are administered to eligible individuals following outlined eligibility guidelines for each vaccine funding source.	LHD developed protocols, inclusive of eligibility guidelines, for each vaccine funding source.
d. Comply with federal policies regarding vaccine re-distribution. Publicly funded VFC and 317 vaccines must be distributed directly to the location at which the provider will administer the vaccines.	Documentation of procedures.

**2. Access to and Utilization of Quality Immunization Services**

**Goal 2.1** Improve access to and receipt of all ACIP-recommended immunizations, especially for low income and underserved community members.

Required Activities	Performance Measures
a. Use a current, local jurisdiction-specific referral list to support an immunization safety net. This may include referral to other programs that connect patients to services.	Referral list completed and updated on an annual basis.
b. Be responsive to problems Medi-Cal members report related to access to immunization services. <sup>1</sup> Work with the corresponding Medi-Cal Managed Care Plan (MCP) to resolve problems. After attempts to work with MCP, if still unable to resolve, collect details and escalate to Senior Field Representative or other designated Immunization Branch staff person.	Maintain log of access problems resolved at local level or reported to CDPH.

<sup>1</sup> Requirements for Medi-Cal immunization services are summarized here: <http://izcoordinators.org/vaccine-programs/medi-cal-and-pharmacy-resources/>.



**Exhibit A01  
CDPH Immunization Branch  
Scope of Work for Local Health Departments FY 2019-22**

<p>c. For all LHD facilities that are VFC providers, participate in and support provider compliance and quality improvement<sup>2</sup> visits in conjunction with the CDPH Immunization Branch. Assist with the implementation of corrective action plans, strategies to reduce missed opportunities for vaccination, and linkage/referral to medical homes.</p>	<p># of clinics with corrective actions that were all completed within the specified time frame.</p>
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**3. California Immunization Registry (CAIR)<sup>3</sup>**

**Goal 3.1 Promote and optimize<sup>4</sup> the use of CAIR in the jurisdiction.**

Required Activities	Performance Measures
<p>a. Enter all IZB-supplied vaccine doses administered by LHD or partners, including influenza doses, into CAIR.</p>	<p># LHD clinics participating in CAIR/# all LHD clinics. % of LHD clinic doses entered into the registry within 14 days. # state flu doses entered by end of flu season/ # state flu doses administered.</p>
<p>b. For LHDs with primary care clinics, use manage patient status functionality to remove inactive patients at least once a year.</p>	<p>Inactive patients marked as inactive in CAIR.</p>
<p>c. In LHD primary care clinics, utilize CAIR data to identify and improve low or lagging infant or adolescent vaccination coverage levels.</p>	<p>Low infant or adolescent CAIR coverage rate identified and improved.</p>
<p>d. Review monthly CAIR usage reports<sup>5</sup> to identify priority non-participating VFC sites that need to be recruited/retained. Communicate priority sites to Local CAIR Rep (LCR).</p>	<p># of VFC Sites identified for priority recruitment /retention contact.</p>
<p>e. Invite CAIR staff to participate in local provider trainings in order to promote CAIR.</p>	<p>Number of trainings with CAIR participation/Number of trainings held.</p>

**Goal 3.2 Connect local Immunization Information Systems (IIS) so CAIR becomes a statewide system. For San Diego and San Joaquin Counties only**

Required Activities	Performance Measures
<p>a. Implement data sharing with CAIR2, including:                      a. Attend scheduled planning meetings with CAIR2 staff                      b. Comply with agreed upon timelines</p>	<p>Full historical data load completed.</p>

<sup>2</sup> Immunization Quality Improvement for Providers (IQIP), formerly known as AFIX

<sup>3</sup> CAIR refers to the statewide system connecting CAIR2 with the San Diego Immunization Registry and Healthy Futures.

<sup>4</sup> If have EHR, move from manual data entry to data exchange (upload from EHR) to bidirectional data exchange, to optimize CAIR use.

See <http://cairweb.org/docs/CAIR2-Communications/IMM-1266> and <http://cairweb.org/docs/CAIR2-Communications/IMM-1260>.

<sup>5</sup> Monthly CAIR usage reports for VFC providers are posted here: <http://izcoordinators.org/cair-reports/>.

**Exhibit A01  
CDPH Immunization Branch  
Scope of Work for Local Health Departments FY 2019-22**

<p>c. Complete data transfer testing, including both inbound to CAIR2 and outbound back to local IIS. d. Share bulk historical loads of existing patients and immunizations to CAIR2 to initiate data sharing</p>	
<p>b. Initiate and maintain ongoing electronic data sharing with CAIR2 (HL7).</p>	<p>Ongoing data sharing continues.</p>

**4. Perinatal Hepatitis B Prevention**

**Goal 4.1 Reduce the incidence of perinatal hepatitis B virus (HBV) infection in the jurisdiction.**

<b>Required Activities</b>	<b>Performance Measures</b>
<p>Note: Coordinate perinatal HBV prevention efforts with your LHD’s Maternal Child and Adolescent Health (MCAH) program, as activities 4.1a-4.1c may also help fulfill title V requirements and MCAH Scope of Work Activities.</p> <p>a. Educate medical providers and hospital staff about the screening, care, and reporting of pregnant women who test positive for hepatitis B and their infants according to the guidance outlined below: <a href="#">Guidance for Prenatal Providers</a> <a href="#">Guidance for Labor and Delivery Hospitals</a> <a href="#">Guidance for Pediatric Providers</a></p>	<ol style="list-style-type: none"> <li>1. Number and percentage of HBsAg-positive pregnant women identified in the reporting period who were enrolled prior to delivery.</li> <li>2. Number and percentage of HBsAg-positive pregnant women identified in the reporting period with an HBV DNA test result during pregnancy.</li> <li>3. Number and percent of PEP errors in the reporting period with completed LHJ follow-up.</li> </ol>
<p>b. Educate identified HBsAg-positive pregnant women about their HBV status and provide the appropriate information on prevention of perinatal hepatitis B transmission, based on current ACIP recommendations and the guidance outlined below: <a href="#">Perinatal Hepatitis B Prevention Program Coordinator Handbook</a></p>	<p>HBsAg positive pregnant women identified.</p>
<p>c. Collect and submit requested data to CDPH on HBsAg-positive pregnant women and their infants according to the guidance outlined below: <a href="#">Perinatal Hepatitis B Prevention Program Coordinator Handbook</a></p>	<ol style="list-style-type: none"> <li>1. Number and percentage of infants born to HBsAg-positive mothers in the reporting period who received PEP according to ACIP recommendations.</li> <li>2. Number and percentage of infants born to HBsAg-positive mothers who completed the HBV vaccine series by 12 months of age.</li> <li>3. Number and percentage of infants born to HBsAg-positive</li> </ol>

**Exhibit A01  
CDPH Immunization Branch  
Scope of Work for Local Health Departments FY 2019-22**

	<p>mothers who have completed PVS testing by 24 months of age.</p> <p>4. Number and percentage of infants closed to case management with complete information within 24 months.</p>
--	---

**5. Education, Information, Training, and Partnerships**

**Goal 5.1** Provide and/or promote educational activities and information to health care providers, schools and childcare centers, and other immunization stakeholders to promote best practices for immunizations and the importance of timely vaccinations.

Required Activities	Performance Measures
a. Based on local priorities and resources, disseminate print and/or electronic communications among providers, school, general public and other immunization stakeholders in their jurisdiction.	Summary of efforts conducted to distribute materials in print or electronically to immunization stakeholders.

Note: Depending on funding, CDPH may offer select hard-copy materials to all VFC Providers through the Online VFC store. If the VFC store is available, LHDs may choose to not provide the select materials to VFC providers in their jurisdiction (refer these providers to the VFC store instead).

CDPH will inform LHDs on centralized communication activities from the Immunization Branch (select print materials to VFC providers, electronic communications to VFC providers, electronic communications and resources to schools, electronic communications resources to pharmacies, electronic communications and resources to community-based organizations/other stakeholders, traditional media and social media to reach general public). LHDs may supplement any gaps in communication with local efforts.

**Goal 5.2** Develop partnerships and collaborative activities in order to expand immunization services, promote best practices and improve coverage rates among children, adolescent and adults.

Required Activities	Performance Measures
a. Engage* with at least 3 types of partners** in conducting educational activities or trainings. (See definitions below)	1. Number of partner types (provider, school, social service/other partners) engaged with.

**Exhibit A01**  
**CDPH Immunization Branch**  
**Scope of Work for Local Health Departments FY 2019-22**

	2. Summary of activities conducted with each partner type.
--	--

\*Partnership engagement should be based on commitment to perform agreed-upon activities (e.g. joint training, mass vaccination clinic, collaboration to include immunization messaging in communications or event, promotional efforts).

\*\*LHJ will engage with at least one “provider” partner, one “school” partner and one “social service or other” partner:

- “Provider partner” may include hospitals, federally qualified health centers (FQHCs), long term care facilities, birth facilities, professional associations (local ACOG or WIC chapters), pharmacies, health plans and community clinics.
- “School partner” may include child care providers, school or school district, County Department of Education, college, school nurses association or other school-related organizations.
- “Social service and other partners” may include WIC, MCAH, social service agencies, migrant health, homeless shelters, drug-treatment centers, jails, faith-based organizations, local business or community-based organizations.

**6. Prevention, Surveillance and Control of Vaccine Preventable Disease (VPD)**

**Goal 6.1** Conduct surveillance to identify VPD cases and/or outbreaks, and implement recommended prevention and control activities.

Required Activities	Performance Measures
a. Ensure that appropriate clinical specimens are tested and relevant epidemiologic information is collected for VPDs requiring immediate public health action.	1. Percentage of measles specimens submitted for molecular characterization. 2. Percentage of <i>Neisseria meningitidis</i> specimens/isolates submitted for molecular characterization. 3. Percentage of pertussis cases <4 months of age with complete maternal prenatal provider information.
b. Implement appropriate public health activities for the control and prevention of cases and/or outbreaks of VPDs that are reportable to CDPH in accordance with CDPH recommendations. (Coordinate with your local Maternal, Child and Adolescent Health program.)	Percentage of infant pertussis cases where mother was unimmunized during the appropriate window during pregnancy for which a communication regarding prenatal Tdap immunization was made to the prenatal care provider. <sup>6</sup>

<sup>6</sup> Sending a letter re: standard of care is the minimum acceptable communication, with copy to LHD Maternal Child and Adolescent Health (MCAH) program. See [Template Letter for Prenatal Care Providers with Pregnant Patients that did not Receive Prenatal Tdap Appropriately and Infants Developed Pertussis.](#)

**Exhibit A01  
CDPH Immunization Branch  
Scope of Work for Local Health Departments FY 2019-22**

c. Obtain vaccine and assist with the organization and implementation of efforts to vaccinate susceptible individuals, if appropriate.	Completed outbreak response request <sup>7</sup> with plan for doses and target population (as appropriate).
--	--

**Goal 6.2** Collect and submit requested data to CDPH on VPD cases and outbreaks.

Required Activities	Performance Measures
a. Report VPDs and other conditions reportable to CDPH Immunization Branch per CDPH instructions listed here: <a href="https://www.cdph.ca.gov/programs/CID/DCDC/CDPH%20Document%20Library/Immunization/ReportingGuidanceforLHJs.pdf">https://www.cdph.ca.gov/programs/CID/DCDC/CDPH%20Document%20Library/Immunization/ReportingGuidanceforLHJs.pdf</a>	1. Percentage of measles cases reported immediately to CDPH. 2. Percent of meningococcal disease cases in high school and college students reported immediately to CDPH. 3. Percentage of case reports submitted to CDPH via an electronic communicable disease reporting system (CaIREDIE or other) in the recommended timeframe.
b. Collect and submit CDPH-requested VPD case and outbreak data.	1. Percentage of infant pertussis cases <4 months of age for whom maternal Tdap status is known. 2. Percentage of confirmed hepatitis A cases for whom hepatitis A risk factors are known. 3. Percentage of meningococcal disease cases for whom high school or college attendance status is known.

**7. Childcare and School Immunization Entry Requirements**

**Goal 7.1** Decrease the proportion of pupils who are overdue for required immunizations or admitted conditionally.

Required Activities	Performance Measures
a. Provide guidance, training, and support for compliance with entry immunization requirements by all childcare centers and schools within the jurisdiction.	Percentage of schools with kindergarteners in the jurisdiction that have completed the annual immunization assessment.
b. At least annually, visit schools with 10 or more kindergarteners that reported > 10% were either conditionally admitted or overdue for required immunization; provide guidance and support follow-up until these students are up to date.	Percentage of schools with 10 or more kindergarteners where the proportion of students are either conditionally admitted or overdue for required immunization is greater than 10%.

<sup>7</sup> The Immunization Branch provides a form for requesting vaccine from CDPH.

**Exhibit A01**

**CDPH Immunization Branch**

**Scope of Work for Local Health Departments FY 2019-22**

	Target %: By next school year, less than 3% of schools have $\geq 10\%$ of kindergarteners either conditional or overdue.
--	---

**8. Influenza**

**Goal 8.1** Strengthen capacity to protect against seasonal influenza and to prepare for a pandemic.

Required Activities	Performance Measures
a. <u>To assist your LHD emergency preparedness lead in fulfilling its emergency preparedness grant requirements,</u> utilize IZB-supplied influenza vaccine or other 317-funded vaccines to support at least one mass immunization exercise/year. <u>Confirm your LHD emergency preparedness program has entered all doses into CAIR within 14 days of administration, as per the emergency preparedness grant requirement.</u>	Mass vaccination exercise completed by local health department, including immunization and preparedness program staff.
b. Utilize IZB-supplied influenza vaccine to immunize jurisdiction against influenza; doses may be shared with local partners.	Number of doses of influenza vaccine administered. Target #: Administration of at least 9f% of previous season's doses total.

**Exhibit A01**  
**CDPH Immunization Branch**  
**Scope of Work for Local Health Departments FY 2019-22**

**Glossary of Acronyms and Terms**

Abbreviation or term	Definition
317 vaccine	Vaccine provided to LHD clinics and partners for uninsured adults and for outbreak purposes.
ACIP	Advisory Committee on Immunization Practices
ACOG	American College of Obstetricians and Gynecologists
AFIX	Assessment, Feedback, Incentive, eXchange
CAIR	California Immunization Registry
CaIREDIE	California Reportable Disease Information Exchange
CDC	Centers for Disease Control and Prevention
CDPH	California Department of Public Health
DNA	Deoxyribonucleic Acid
EHR	Electronic Health Record
EZIZ	An Immunization Branch-operated website (eziz.org) with immunization training and resource materials.
FQHC	Federally Qualified Health Center
HBsAg	Hepatitis B Surface Antigen
HBV	Hepatitis B Vaccine
HL7	Health Level 7 (standards for data exchange)
IIS	Immunization Information System
IQIP	Immunization Quality Improvement for Providers
IZB	Immunization Branch (of CDPH)
IZB-supplied vaccine	Vaccine ordered through the CDPH Immunization Branch and supplied to LHD clinics or partners using state or federal (VFC and 317) funding sources.
LCR	Local CAIR representative (on CDPH IZB staff)

**Exhibit A01**  
**CDPH Immunization Branch**  
**Scope of Work for Local Health Departments FY 2019-22**

Abbreviation or term	Definition
LHD	Local Health Department
LHD Primary Care Clinic	Clinic run or housed in LHD that serves as a medical home for its patients. Includes federally qualified health centers or look-alikes that are operated or housed in LHDs
LHJ	Local Health Jurisdiction
MCAH	Maternal Child and Adolescent Health
MCP	Medi-Cal Managed Care Plan
PEP	Post Exposure Prophylaxis
PVS	Post-Vaccination Serology
Tdap	Tetanus, Diphtheria, and Pertussis
TK/K	Transitional Kindergarten/Kindergarten
VFC	Vaccines for Children Program
VPDs	Vaccine-Preventable Disease(s)
WIC	Women, Infants, and Children



**Exhibit B A01**  
Budget Detail and Payment Provisions

**1. Invoicing and Payment**

- A. Upon completion of project activities as provided in Exhibit A Grant Application, and upon receipt and approval of the invoices, the State agrees to reimburse the Grantee for activities performed and expenditures incurred in accordance with the costs specified herein.
- B. Invoices shall include the Grant Number and shall be submitted not more frequently than quarterly in arrears to:

Roland Rafol  
California Department of Public Health  
Immunization Branch  
850 Marina Bay Pkwy., Bldg. P, 2<sup>nd</sup> Floor  
Richmond, CA 94804

- C. Invoices shall:
  - 1) Be prepared on Grantee letterhead. If invoices are not on produced letterhead invoices must be signed by an authorized official, employee or agent certifying that the expenditures claimed represent activities performed and are in accordance with Exhibit A Grant Application under this Grant.
  - 2) Bear the Grantee's name as shown on the Grant.
  - 3) Identify the billing and/or performance period covered by the invoice.
  - 4) Itemize costs for the billing period in the same or greater level of detail as indicated in this Grant. Subject to the terms of this Grant, reimbursement may only be sought for those costs and/or cost categories expressly identified as allowable and approved by CDPH.

**2. Budget Contingency Clause**

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

**3. Prompt Payment Clause**

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

**Exhibit B A01**  
Budget Detail and Payment Provisions

**4. Amounts Payable**

- A. The amounts payable under this Grant shall not exceed \$174,725.
- B. Payment allocations shall be made for allowable expenses up to the amount annually encumbered commensurate with the state fiscal year in which services are fulfilled and/or goods are received.

**5. Timely Submission of Final Invoice**

- A. A final undisputed invoice shall be submitted for payment no more than sixty (60) calendar days following the expiration or termination date of this Grant, unless a later or alternate deadline is agreed to in writing by the program grant manager. Said invoice should be clearly marked "Final Invoice", indicating that all payment obligations of the State under this Grant have ceased and that no further payments are due or outstanding.
- B. The State may, at its discretion, choose not to honor any delinquent final invoice if the Grantee fails to obtain prior written State approval of an alternate final invoice submission deadline.

**6. Travel and Per Diem Reimbursement**

Any reimbursement for necessary travel and per diem shall be at the rates currently in effect as established by the California Department of Human Resources (CalHR).

**CDPH Immunization Branch  
 Funding Application for Immunization Branch Subvention Grant Funds**

**Exhibit B - Budget A01**

	Budget (*Year 1) 07/01/2017 to 06/30/2018	Budget (**Year 2) 07/01/2018 to 06/30/2019	Budget (**Year 3) 07/01/2019 to 06/30/2020	Budget (**Year 4) 07/01/2020 to 06/30/2021	Budget (**Year 5) 07/01/2021 to 06/30/2022
I. County of Mono	\$ 36,250.00	\$ 36,250.00	<u><b>\$34,075.00</b></u> <del>\$36,250.00</del>	<u><b>\$34,075.00</b></u> <del>\$36,250.00</del>	<u><b>\$34,075.00</b></u> <del>\$36,250.00</del>
II. (Subgrantee, if any)	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 36,250.00	\$ 36,250.00	<u><b>\$34,075.00</b></u> <del>\$36,250.00</del>	<u><b>\$34,075.00</b></u> <del>\$36,250.00</del>	<u><b>\$34,075.00</b></u> <del>\$36,250.00</del>

*\*Year 1 Budget, FY 2017-18 is 100% Prevention and Public Health Funds (PPHF) Funded*

*\*\*Program will provide funding source as it becomes available for the subsequent fiscal years.*

**Total Funding for 5-Year Term:**

**\$174,725.00**  
~~\$181,250.00~~



OFFICE OF THE CLERK  
OF THE BOARD OF SUPERVISORS

## REGULAR AGENDA REQUEST

Print

**MEETING DATE** December 17, 2019

**Departments: Community Development**

**TIME REQUIRED**

**SUBJECT** General Plan Amendment (GPA) 19-04 Ordinance

**PERSONS  
APPEARING  
BEFORE THE  
BOARD**

---

### AGENDA DESCRIPTION:

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

Ordinance ORD 19-04, Adopting General Plan Amendment (GPA) 19-04 consisting of technical changes to the Land Use Element and Conservation/Open Space Element, including modifications to short-term and transient rental policies and regulations, small-scale agricultural uses in residential land use designations, setbacks, placement of manufactured homes in MU designations, and addition of a regulation requiring work to stop of archaeological resources are discovered during construction.

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### RECOMMENDED ACTION:

Adopt proposed ordinance No. ORD19-\_\_, An Ordinance of the Mono County Board of Supervisors adopting General Plan Amendment 19-04. Direct staff to file a notice of determination for the Ordinance.

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### FISCAL IMPACT:

None.

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**CONTACT NAME:** Kelly Karl

**PHONE/EMAIL:** 7609241809 / kkarl@mono.ca.gov

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### SEND COPIES TO:

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### MINUTE ORDER REQUESTED:

YES  NO

---

### ATTACHMENTS:

Click to download
<input type="checkbox"/> <a href="#">staff report</a>
<input type="checkbox"/> <a href="#">Ordinance</a>
<input type="checkbox"/> <a href="#">Exhibit A to ordinance</a>
<input type="checkbox"/> <a href="#">CEQA Addendum</a>

**History**

<b>Time</b>	<b>Who</b>	<b>Approval</b>
12/12/2019 2:54 PM	County Administrative Office	Yes
12/12/2019 10:55 AM	County Counsel	Yes
12/13/2019 8:10 AM	Finance	Yes

# Mono County Community Development Department

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

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

December 17, 2019

**To:** The Honorable Board of Supervisors  
**From:** Kelly Karl, Assistant Planner  
**Re:** Proposed Ordinance Adopting General Plan Amendment 19-04

## **RECOMMENDATION**

Adopt proposed ordinance No. ORD19-\_\_\_, An Ordinance of the Mono County Board of Supervisors adopting General Plan Amendment 19-04. Direct staff to file a notice of determination for the ordinance.

## **FISCAL IMPACT**

No fiscal impact expected from the minor technical changes to the General Plan.

## **CEQA**

An addendum (Attachment 3) to the Mono County 2015 General Plan Final Environmental Impact Report (EIR) was prepared for this project under CEQA §15164(a), which states an addendum to a previously certified EIR may be prepared if some changes or additions are necessary but none of the conditions described in §155162 calling for the preparation of a subsequent EIR have occurred. The addendum analyzes whether any of the conditions calling for a subsequent EIR have occurred and concludes they have not.

## **DESCRIPTION**

The proposed ordinance came before the Board on December 10, 2019, at which time a public hearing was conducted on GPA 19-04 and the associated Addendum to the General Plan Environmental Impact Report; and during which no public comment was received and no modifications were made by the Board; and further reading of proposed Ordinance 19-\_\_\_ was waived, the required findings were made certifying the Addendum and adopting General Plan Amendment 19-04. Today the GPA 19-04 is presented for final adoption.

Please contact Kelly Karl at 760-924-1809 or [kkarl@mono.ca.gov](mailto:kkarl@mono.ca.gov) with questions.

## **ATTACHMENTS**

1. Ordinance with attachments: GPA 19-04



**ORD19-**

**AN ORDINANCE OF THE MONO COUNTY BOARD OF SUPERVISORS  
ADOPTING GENERAL PLAN AMENDMENT (GPA) 19-04 – ANNUAL CLEANUP, IN  
COMPLIANCE WITH THE CALIFORNIA ENVIRONMENTAL QUALITY ACT  
(CEQA)**

**WHEREAS**, as an outcome of the annual General Plan review, several adjustments to the Land Use Element and Conservation/Open Space Element of the General Plan are proposed to make technical corrections, minor additions, and respond to changes in State law; and

**WHEREAS**, a General Plan Amendment was adopted in February 2019 revising short-term rental regulations and changing the terminology used; and

**WHEREAS**, the Community Development Department conducted public outreach via the Regional Planning Advisory Committees, including Antelope Valley, Bridgeport, Mono Basin, and June Lake to receive public input and community feedback on proposed amendment; and

**WHEREAS**, in accordance with the California Environmental Quality Act and CEQA Guidelines Section 15164, a 2019 Addendum to the final Environmental Impact Report for the 2015 Regional Transportation Plan, General Plan, Countywide Integrated Waste Management Plan, and Noise Ordinance Updates, and Repeal of the Conway Ranch Specific Plan was certified on December 8, 2015; and

**WHEREAS**, an Addendum to the 2015 Regional Transportation Plan (RTP)/General Plan Update Environmental Impact Report (EIR) was prepared for GPA 19-04; and

**WHEREAS**, on November 21, 2019, the Planning Commission held a duly noticed public hearing regarding GPA 19-04 – Annual Cleanup; and

**WHEREAS**, having reviewed and considered all the information and evidence presented to it, including public testimony, written comments, staff reports and presentations, the Planning Commission recommends that the Board of Supervisors make required findings, adopt GPA 19-04 amending text in the General Plan Land Use Element and Conservation/Open Space Element, and certify the accompanying Addendum.

**NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO FINDS AND ORDAINS AS FOLLOWS:**

**SECTION ONE:** The Board of Supervisors certifies the Addendum for GPA 19-04: Annual Cleanup.

1 **SECTION TWO:** The Board of Supervisors finds that the General Plan Amendment, including  
2 all text changes to the Land Use Element and Conservation/Open Space Element of the Mono  
3 County General Plan, which are attached hereto as Exhibit A and incorporated herein by  
4 reference, is consistent with the General Plan and any applicable area plans, is reasonable and  
5 beneficial at this time, and will not have a substantial adverse effect on surrounding properties.

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

12 **PASSED AND ADOPTED** this 17<sup>th</sup> day of December 2019, by the following vote:

13 **AYES:**

14 **NOES:**

15 **ABSENT:**

16 **ABSTAIN:**

17 \_\_\_\_\_  
18 Stacy Corless, Vice-Chair

19 Attest:

20 Approved as to form:

21 \_\_\_\_\_  
22 Clerk of the Board

23 \_\_\_\_\_  
24 County Counsel



## Exhibit A

### LAND USE ELEMENT UPDATES

#### 1. COUNTYWIDE LAND USE POLICIES

**Policy 1.M.1.** Approvals of Owner-Occupied and Not Owner-Occupied short-term rental operations shall be specific to the property owner and non-transferrable. Sale or transfer of the property renders the approval to operate the rental null and void.

**Action 1.M.1.a.** The following permits are required to operate Owner-Occupied and Not Owner-Occupied short-term rentals: 1) a Use Permit pursuant to Chapter 25, and 2) a Short-Term Rental (STR) Activity Permit pursuant to Mono County Code Section 5.65. The STR Activity Permit shall be specific to the property owner and non-transferrable.

#### 2. JUNE LAKE AREA LAND USE POLICIES

**Policy 13.M.1.** Short-term rentals are subject to Chapter 25 of the General Plan Land Use Element and Mono County Code Chapter 5.65, with the following specifications based on the context of individual neighborhoods (see General Plan map), which vary in character.

**Action 13.M.1.a.** Not Owner-Occupied short-term rentals are prohibited throughout June Lake in residential land use designations (e.g., SFR, ER, RR, MFR-L or RMH) except in specified locations (see below).

**Action 13.M.1.b.** Owner-Occupied short-term rentals, which are specific to the owner/non-transferrable (pursuant to Mono County Code Chapter 5.65), may be permitted in specific locations (see below).

**Action 13.M.1.c.** Prohibit Owner-Occupied and Not Owner-Occupied rentals in the Williams Tract and Petersen Tract.

**Action 13.M.1.d.** Defer short-term rental housing decisions for the Highlands to the appropriate tract map and specific plan procedures.

**Action 13.M.1.e.** No public input was received from the Dream Mountain neighborhood, and therefore short-term rentals may be permitted subject to the countywide discretionary permit(s) for short-term rentals.

**Action 13.M.1.f.** In the Clark Tract, Owner-Occupied and Not Owner-Occupied rentals may be permitted year-round on Nevada Street/Silver Meadow subject to the discretionary permit(s) for short-term rentals and June Lake Area Plan policies. In the rest of the Clark Tract, only Owner-Occupied rentals may be permitted subject to the discretionary permit(s) for short-term rentals, June Lake Area Plan policies, and the following additional requirements: summer only (April 16 through October 31), the number of approvals shall be limited to eight parcels total (3% of existing parcels) including existing Transient Rental Overlay Districts (TRODs), and Not Owner-Occupied rentals are prohibited. See MCC Chapter 5.65 for other operational requirements specific to the Clark Tract.

**Action 13.M.1.g.** In the South 158 neighborhood, Not Owner- Occupied rentals are prohibited. The CAC was evenly split on Owner-Occupied rentals, and therefore

## Exhibit A

Owner-Occupied rentals may be permitted subject to discretionary permit(s) for short-term rentals and June Lake Area Plan policies.

**Action 13.M.1.h.** Owner-Occupied and Not Owner-Occupied rentals may be permitted in the Leonard Avenue neighborhood subject to discretionary permit(s) for short-term rentals and June Lake Area Plan policies.

**Action 13.M.1.i.** The Rodeo Grounds development could potentially be an appropriate location for short-term rentals, and the opportunity should be explored.

### 3. CHAPTER 25 – SHORT-TERM RENTALS

#### 25.015 General Requirements and Applicability.

- A. This chapter applies to short-term rental in any single-family unit with a land use designation(s) of SFR, ER, RR, or RMH in all communities except June Lake. In June Lake, this chapter applies only to SFR designations; short-term rentals in other residential land use designations in June Lake are not permitted.

### 4. RESIDENTIAL LAND USE DESIGNATIONS:

- **ADD THE UPDATE BELOW FOR SMALL-SCALE AGRICULTURE TO ALL RESIDENTIAL LAND USE DESIGNATIONS, REQUIRING THAT SMALL-SCALE AGRICULTURE USES BE SUBJECT TO A PRIMARY RESIDENTIAL USE.**

#### **Estate Residential (ER)**

**INTENT: The “ER” designation is intended to permit large-lot, single-family dwelling units with ancillary rural uses in areas adjacent to developed communities. Small-scale agriculture is permitted.**

#### **PERMITTED USES**

- Single-family dwelling
- Small-scale agriculture<sup>1</sup>
- Accessory buildings and uses<sup>1</sup>
- Manufactured home used as a single-family dwelling<sup>2</sup>
- Animals and pets (see Animal Standards Section 04.270)
- Home occupations (see Home Occupation regulations, Section 04.290)
- Accessory Dwelling Unit (as prescribed in Chapter 16, Development Standards – Accessory Dwelling Unit)
- Transitional and Supportive Housing<sup>5</sup>
- Outdoor cultivation of a maximum of six mature and 12 immature cannabis plants under the Compassionate Use Act.

#### **NOTES**

1. Accessory buildings, small-scale agriculture, and uses customarily incidental to any of the permitted uses are permitted only when located on the same lot and constructed simultaneously with or subsequent to the main building

## Exhibit A

### 5. COMMERCIAL LODGING, MODERATE (CL-M) & HIGH (CL-H)

#### Commercial Lodging, Moderate (CL-M) and High (CL-H)

**INTENT: The “CL-M” designation is intended to provide commercial lodging units for short-term occupation in or near residential uses.**

**The “CL-H” designation is intended to provide short-term commercial lodging units in close proximity to commercial/recreational centers.**

#### **PERMITTED USES**

- Single-family dwelling (manufactured homes are not permitted)
- Duplexes and triplexes
- Accessory buildings and uses<sup>1</sup>
- Animals and pets (see Animal Standards Section 04.270)
- Home occupations (see Home Occupation regulations, Section 04.290)
- Transitional and Supportive Housing<sup>5</sup>
- Outdoor cultivation of a maximum of six mature and 12 immature cannabis plants under the Compassionate Use Act
- Transient rentals (rentals for fewer than 30 consecutive days) in developments where units are under individual ownership
- 

#### **USES PERMITTED SUBJECT TO DIRECTOR REVIEW** (Director Review Processing, Ch.

31)

- Transient rentals (rentals for fewer than 30 consecutive days) in single-family residential units, including accessory dwelling units, and multi-family units under single ownership of up to three dwelling units

#### **USES PERMITTED SUBJECT TO USE PERMIT** (Use Permit Processing, Ch. 32)

- Mobile-home parks (see Dev. Standards –Mobile-home and RV Parks, Ch. 17)
- Recreational-vehicle parks (see Ch. 17)
- Projects containing four or more units such as condominiums, cooperatives, townhomes, cluster developments, and/or apartments
- Hotels, motels, lodges, bed-and-breakfast establishments, cabins and other uses found to be similar by the Commission. Ancillary uses such as limited dining, lounges and convenience retail, provided the ancillary use does not occupy more than 25% of the project's habitable space
- Transient rentals (fewer than 30 consecutive days) in multi-family units under single ownership of four or more dwelling units
- Conversion of five or more apartment units into transient rentals
- Conversion of existing habitable space into ancillary uses
- Parking lots and parking structures other than required off-street parking
- Construction of an accessory building prior to construction of the main building

## Exhibit A

### 6. MULTI-FAMILY RESIDENTIAL, LOW (MFR-L), MODERATE (MFR-M), HIGH (MFR-H)

#### **Multi-Family Residential, Low (MFR-L), Moderate (MFR-M), High (MFR-H)**

**INTENT:** The “MFR-L” designation is intended to provide for low-density multifamily residential development, such as duplexes and triplexes.

The “MFR-M” designation is intended to encourage long-term multifamily housing by allowing for higher population densities and by not allowing commercial lodging facilities; i.e., hotels, motels.

The “MFR-H” designation is intended to encourage multifamily units by allowing for higher population densities and to provide for commercial lodging facilities; i.e., hotels, motels.

#### **USES PERMITTED SUBJECT TO USE PERMIT** (Use Permit Processing, Ch. 32)

##### **MFR-L, MFR-M and MFR-H**

- Art galleries
- Quasi-public buildings and uses
- Public utility buildings and structures, not including service yards
- Country clubs and golf courses
- Condominiums, cooperatives, townhomes, cluster developments, apartments containing four or more units
- Parking lots and parking structures

##### **MFR-H only**

- Mobile-home parks (see Dev. Standards – Mobile Homes and RV Parks, Ch. 17)
- Recreational-vehicle parks (see Ch. 17)
- Social care facilities and related integrated professional offices
- Parking lots and parking structures when abutting a commercial district
- Hotels, motels, bed-and-breakfast establishments and dorms
- Transient rentals (fewer than 30 consecutive days)
- Manufactured housing subdivision (see Ch. 18)

Transient rentals (fewer than 30 consecutive days) are prohibited in MFR-L and MFR-M, except in the following complexes: Interlaken, Edgewater, Sierra Suns, or in complexes where transient use is not specifically addressed in the use permit and/or parcel map of an existing development and can be demonstrated as a non-conforming use prior to the adoption date of this General Plan Amendment.

**Exhibit A**

**7. CHAPTER 04 – GENERAL, TABLE 04.120: MINIMUM YARDS**

<b>LUD</b>	<b>Front</b>	<b>Rear</b>	<b>Side</b>
SFR <1 acre	20'	10'	10'
SFR >1 acre	30'	30'	30'
ER <1 acre	50'	10'	10'
ER >1 acre	50'	30'	30'
RR <1 acre	50'	10'	10'
RR >1 acre	50'	30'	30'
RU	30'	30'	30'
RMH <1 acre	20'	10'	10'
RMH >1 acre	30'	30'	30'
MFR <1 acre	20'	10'	10'
MFR >1 acre	30'	30'	30'
MU <1 acre	10'	5'	10'
MU >1 acre	30'	30'	30'
CL	10'	5'	0'
C	10'	5'	0'
SC	10'	5'	0'
IP	20'	10'	10'
RM	50'	30'	30'
AG	50'	50'	50'
NHP	30'	30'	30'
OS	50'	30'	30'

**04.280 Placement of manufactured homes in conventional SFR areas.**

These standards permit the placement of manufactured, factory-built or modular housing in all areas designated for conventional single-family residential dwellings: SFR, ER, RR, MFR-L, MU, RU, RM, AG and OS.

**04.360 Inactive Projects.**

An inactive project is one where the project applicant has not submitted the information and/or documents requested in the most recent County correspondence within 180 days. County staff shall provide written notification of “inactive status” to the project applicant 180 days following the last correspondence. Project applicants shall have 30 days from the date of that notice to submit the information and/or documents requested. If the County does not receive a complete response within 30 days, the project will be deemed withdrawn and all application materials and a final invoice will be mailed to the applicant.

## **Exhibit A**

### **CONSERVATION/OPEN SPACE ELEMENT UPDATES**

#### **1. CULTURAL RESOURCES**

**Action 22.C.1.f.** Project grading, earthwork, and site disturbance in general shall be subject to the following standard mitigation measures if archeological evidence is encountered:

- a. Work shall be stopped and appropriate agencies will be notified if archaeological evidence is encountered during earthwork activities. A qualified consultant shall be hired and an appropriate report shall be filed with the County Planning Division which identifies acceptable site mitigation measures. If the archaeological evidence is determined to be of Native American heritage, local tribes shall be contacted and, if requested by the tribe(s), the developer shall pay a tribal cultural monitor to be on site until earthwork and site disturbance is complete.
- b. California Code of Regulations §15064.5(e) shall be followed in the event of the accidental discovery or recognition of any human remains in any location other than a dedicated cemetery.

# **2019 Mono County General Plan Cleanup**

## **Environmental Impact Report (EIR) Addendum**

**November 2019**

**Mono County Community Development Department**

## I. INTRODUCTION

The proposed project is General Plan Amendment (GPA) 19-04, which consists of minor technical changes and additions to the Land Use Element and Conservation/Open Space Element. An addendum to the Mono County General Plan Final Environmental Impact Report (SCH# 2014061029) is proposed for this project as allowed by Section 15164 (a) of the CEQA Guidelines:

- "(a) The Lead Agency or responsible agency shall prepare an addendum to a previously certified EIR if some changes or additions are necessary but none of the conditions described in Section 15162 calling for preparation of a subsequent EIR have occurred."

Section 15164 (a) of the CEQA Guidelines allows a lead agency to prepare an addendum to an EIR if only minor technical changes or additions are necessary or none of the conditions in Section 15162 calling for the preparation of a subsequent EIR have occurred. Section 15162 of the CEQA Guidelines require the preparation of a subsequent EIR for a project when an EIR has been certified for that project when the lead agency determines, on the basis of substantial evidence in the record, that one or more of the following has occurred:

- (1) Substantial changes are proposed in the project which will require major revisions of the previous EIR or negative declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects;
- (2) Substantial changes occur with respect to the circumstances under which the project is undertaken which will require major revisions of the previous EIR or Negative Declaration due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects; or
- (3) New information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was certified as complete or the Negative Declaration was adopted, shows any of the following:
  - (A) The project will have one or more significant effects not discussed in the previous EIR or negative declaration;
  - (B) Significant effects previously examined will be substantially more severe than shown in the previous EIR;
  - (C) Mitigation measures or alternatives previously found not to be feasible would in fact be feasible, and would substantially reduce one or more significant effects of the project, but the project proponents decline to adopt the mitigation measure or alternative; or
  - (D) Mitigation measures or alternatives which are considerably different from those analyzed in the previous EIR would substantially reduce one or more significant effects on the environment, but the project proponents decline to adopt the mitigation measure or alternative.





## II. PROJECT DESCRIPTION

General Plan Amendment (GPA) 19-04 proposes modifications to the Land Use Element and Conservation/Open Space Element. The proposed GPA corrects existing inconsistencies in both Countywide and June Lake Area land use policies due to terminology changes in short-term rental regulations that were adopted earlier this year, addresses direction from the Board to eliminate MFR-L from the list of residential land use designations in Chapter 25 – Short-Term Rentals, provides minor clarifications, and corrects typographical errors. The proposed modifications are summarized below:

### Countywide Land Use Policies

- Eliminate Type I, Type II, & Type III terminology and replace with Owner-Occupied or Not Owner-Occupied.

### June Lake Area Land Use Policies

- Eliminate Type I, Type II, & Type III terminology and replace with Owner-Occupied or Not Owner-Occupied.

### Chapter 25

- Eliminate MFR-L from the list of residential land use designations in Chapter 25 – Short-Term Rentals.

### Residential Land Use Designations

- Require that small-scale agriculture uses be subject to a primary residential use in all residential land use designations.

### Commercial Lodging

- Clarify transient rental uses permitted in Commercial Lodging land use designations.

### Multi-Family Residential

- Eliminate short-term rentals from MFR-L only Uses Permitted Subject to Use Permit.
- Exclude three complexes on Commercial Lodging designations (Aspen meadows, Hideaway Down Canyon, & Birch Creek) that were erroneously included as part of the MFR complexes list allowing transient rentals.

### Chapter 4 - General

- Update typographical errors to setback standards in Table 04.120 Minimum Yards;
- Add the Mixed Use (MU) designation to the list of designations that outright allow the placement of manufactured homes in conventional SFR, which was previously subject to a Director Review permit;<sup>1</sup> and
- Add a new policy defining “inactive projects.”

---

<sup>1</sup> Uses processed under a Director Review permit must be exempt from CEQA and not be controversial or environmentally sensitive. If the use is not exempt, or is controversial or environmentally sensitive, the project would be subject to a use permit.

#### Conservation/Open Space Element: Cultural Resources

- Add a technical change to the Cultural Resources section in accordance with California Code of Regulations §15064.5(e), which is incorporated by reference, requiring work be stopped and standard mitigation measures implemented if archaeological artifacts are discovered during grading, earthwork and site disturbance activities.

### III. DECISION NOT TO PREPARE A SUBSEQUENT EIR

The CEQA Guidelines require the preparation of a subsequent EIR if one or more of several conditions are met; an addendum is required if none of the conditions requiring a subsequent EIR has occurred, but minor changes are necessary to the original EIR. The decision not to prepare a subsequent EIR for the adoption of the Mono County Housing Element Update was based on an analysis of the conditions requiring a subsequent EIR and the determination that none of those conditions applied to this project, i.e.:

- (1) There are no substantial changes to policies in the Land Use Element and Conservation/Open Space Element that will require major revisions of the previous EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects.

*The changes and additions to policies in the Land Use Element fall into one of three categories: 1) terminology or procedure updates that have no impact on land use types or intensity, 2) typographical errors where the correct text would have been analyzed in the 2015 General Plan Update EIR, or 3) addition or elimination of short-term rental uses, which occur in existing structures and have no impacts beyond single-family residential uses which have already been analyzed in the 2015 EIR and CEQA addenda filed when these policies were originally amended. The modification to the Conservation/Open Space Element adds an additional mitigation measure for cultural resources to reduce potential impacts of future development projects.*

*Therefore, no new impacts and no increase in the severity of previously identified impacts will result from the changes.*

- (2) There are no substantial changes with respect to the circumstances under which the project is undertaken that will require major revisions of the previous EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects.

*No revisions to the EIR are required, since the minor additions and updates to policies in the Land Use Element and the Conservation/Open Space Element do not create or increase any environmental effects.*

- (3) There is no new information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was certified, that shows any of the following:

- (A) The project will have one or more significant effects not discussed in the previous EIR;  
or  
(B) Significant effects previously examined will be substantially more severe than shown in the previous EIR; or

*As discussed previously, the proposed additions and updates would not create any new environmental impacts or increase severity.*

- (C) Mitigation measures or alternatives previously found not to be feasible would in fact be feasible and would substantially reduce one or more significant effects of the project, but the project proponents decline to adopt the mitigation measure or alternative; or

*The update proposes only minor technical changes and additions to the Land Use Element and the addition of a cultural resources mitigation measure to the Conservation/Open Space Element. None of the mitigation measures or alternatives previously found to not be feasible have been found to be feasible now.*

- (D) Mitigation measures or alternatives which are considerably different from those analyzed in the previous EIR would substantially reduce one or more significant effects on the environment, but the project proponents decline to adopt the mitigation measure or alternative.

*There are no mitigation measures or alternatives associated with the updated policies and programs beyond those analyzed in the EIR that would substantially reduce impacts and, as discussed previously, no new impacts have been identified.*

#### **IV. CONCLUSION**

Based on the considerations and analyses presented above and based on the provisions contained in CEQA §15164[a]) as presented in its entirety in this Addendum, it is concluded that none of the conditions calling for preparation of a subsequent EIR have occurred. The County of Mono, acting as Lead Agency, has therefore determined that an Addendum to the adopted 2015 Mono County General Plan EIR is the appropriate CEQA document for the proposed General Plan Amendment 19-02.

CEQA §15164(c-e) states that “an Addendum need not be circulated for public review but can be included in or attached to the final EIR or adopted negative declaration. The decision-making body shall consider the addendum with the final EIR or adopted negative declaration prior to making a decision on the project. A brief explanation of the decision not to prepare a subsequent EIR pursuant to §15162 shall be included in an addendum to an EIR, the lead agency’s findings on the project, or elsewhere in the record. The explanation must be supported by substantial evidence.”



OFFICE OF THE CLERK  
OF THE BOARD OF SUPERVISORS

## REGULAR AGENDA REQUEST

Print

**MEETING DATE** December 17, 2019

**Departments: Finance - CSA #5**

**TIME REQUIRED**

**PERSONS  
APPEARING  
BEFORE THE  
BOARD**

Janet Dutcher

**SUBJECT** Appropriations Increase Request for  
Bridgeport Cemetery Road and  
Memorial Hall Kitchen Remodel  
Projects (CSA #5)

### AGENDA DESCRIPTION:

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

Increase in appropriations and approval for transfers to Public Works from the CSA #5 fund for labor and equipment reimbursements to complete additional road maintenance at the Bridgeport Cemetery in the amount \$5,000 and Memorial Hall Kitchen remodeling in the amount of \$40,000. Projects to be funded from CSA #5 fund carryover balance. Requires 4/5ths vote.

### RECOMMENDED ACTION:

Approve \$45,000 appropriations increase for transfers to Public Works for labor and equipment reimbursements to complete the approved projects from the CSA #5 FY 2019-20 budget.

### FISCAL IMPACT:

Increases CSA #5 FY 2019-20 expenditure budget from \$438,000 to \$483,000 and decreases anticipated fund balance carryover to \$291,000.

**CONTACT NAME:** Janet Dutcher

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

### SEND COPIES TO:

Finance

### MINUTE ORDER REQUESTED:

YES  NO

### ATTACHMENTS:

Click to download

[Staff report](#)

[CSA #5 12-3-2019 minutes](#)

**History**

<b>Time</b>	<b>Who</b>	<b>Approval</b>
12/4/2019 4:16 PM	County Administrative Office	Yes
12/11/2019 4:29 PM	County Counsel	Yes
12/13/2019 8:10 AM	Finance	Yes



# DEPARTMENT OF FINANCE AUDITOR-CONTROLLER COUNTY OF MONO

---

*Stephanie M. Butters  
Assistant Finance Director  
Auditor-Controller*

*Janet Dutcher, CPA, CGFM  
Director of Finance*

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

**TO:** Honorable Board of Supervisors

**FROM:** Stephanie Butters, Assistant Finance Director

**DATE:** December 17, 2019

**SUBJECT:** Appropriations Increase Request for Bridgeport Cemetery Road  
And Memorial Hall Kitchen Remodel Projects

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**RECOMMENDATION:**

Approve \$45,000 appropriations increase for additional road maintenance at the Bridgeport Cemetery and the Memorial Hall Kitchen remodel, to be funded by CSA #5 in their FY 2019-20 budget.

**BACKGROUND:**

CSA #5 requests Public Works labor and equipment services for additional road maintenance at the Bridgeport Cemetery in the amount \$5,000. Project to be funded by CSA #5 from carryover balance.

CSA #5 also requests Public Works labor and equipment services to expand and complete the remodel of the Memorial Hall Kitchen. Project to be funded by CSA #5 from carryover balance.

**FISCAL IMPACT:**

Increases CSA #5 FY 2019-20 expenditure budget from \$438,000 to \$483,000, and decreases anticipated fund balance carryover to \$291,000.

# Minutes

## CSA #5 Administrative Board

Tuesday, December 03, 2019

Memorial Hall

School St., Bridgeport, CA

Members present – Steve Noble, Joanne Werthwein, Lynda Pemberton and Rebecca Clayton

Public present – None

County Staff present – None

- 1. Meeting was called to order at 5: 40 pm**
- 2. Public Comment – None**
- 3. Minutes approved – via email**
- 4. Discussion Action Items –**

### A. Projects

#### a. Memorial Hall - Kitchen Remodel

- 1 Design changes – Steve reported that he had received a call from Joe Blanchard from Public Works regarding the kitchen remodel. He stated that he was aware that CSA was having difficulty getting outside contractor assistance and that the county staff would have a few months available this winter to work on the project. Joe also stated that Public Works would like to expand the kitchen as was originally planned. Steve met with Jason Davenport from the County Building Department to request their input and direction. Steve asked if we could still use our approved stamped engineering plans. Jason notified Steve that CSA had received an extension on our permit and approval to use our stamped engineering plans.



- 2 Labor – Steve stated that in order to get county assistance on the project we must seek the approval of the Board of Supervisors for permission to use county staff. Steve will ask Finance to submit our request to the Board of Supervisors. Once that permission is received we can transfer funds to cover the labor costs of the project to Public Works.
- 3 Equipment -- Steve discussed a layout plan for the kitchen and an equipment list. He walked us through the design and showed us where each piece of equipment would be installed and why.
- 4 Funding Request – Steve requested that we set aside \$100,000.00 for the kitchen remodel; \$60,000.00 set aside for equipment and outside contractor costs and \$40,000.00 to pay for county staff assistance. Once permission is received from the Board of Supervisors, Steve will request that Finance transfer \$40,000.00 to Public Works.
- 5 Resolution – After a thorough discussion by the CSA #5 Board, a motion was made by Joanne and seconded by Lynda that we set aside \$100,000.00 for the kitchen remodel; \$60,000.00 for equipment and outside contractors and \$40,000.00 for county labor assistance. It was further stated that the \$30,000.00 that was approved during our September meeting would be inclusive in the \$100,000.00 currently being requested.

The motion was approved by the CSA #5 Board and passed 4/0.

b. Cemetery Roads – Steve mentioned that there was an additional need to finish off a section of the cemetery roads that are adjacent to the new paving and to create an additional entrance to the cemetery near the ball fields for access to the Native American grave sites; people have been creating their own roads and have crossed actual grave sites by mistake. It was to be funded originally by excess monies from prior projects being held on account in Public Works, but Steve learned that the funds had been transfer back to the CSA’s account in error. The County Road Department had already confirmed that they would be able to do the road work in early December.

1 Funding Request - Steve requested that we set aside \$10,000.00 for this project; \$5,000.00 for materials and \$5,000.00 for county labor and equipment. Steve will ask Finance to submit our request to use county labor and equipment to the Board of Supervisors. Once permission is received from the Board of Supervisors, Steve will request that Finance transfer \$5000.00 to Public Works to cover the costs of labor and equipment.

2 Resolution – After a thorough discussion by the CSA #5 Board, a motion was made by Joanne and seconded by Lynda that we set aside \$10,000.00 for the cemetery roads project; \$5,000.00 for material and \$5,000.00 for county labor and equipment.

The motion was approved by the CSA #5 Board and passed 4/0.

c. Banner Engineering – Steve reported that the geotechnical work was completed and that R.L. Engineering should be able to start working on the engineering drawings.

- d. Cannon Fence – Steve confirmed that the fence had been completed and paid for. He encouraged us to check it out.
- e. Radar Speed Signs – Steve stated that Public Works had informed him that the speed sign on Immigrant Street was installed and working.
- f. Street signs – Steve noted that this project is on hold until spring. We need to do some considerable groundwork prior to any installation. We need to isolate the placement of each sign’s location, determination ownership of each location, and get signed and notarized releases for each sign location. Once this work is completed, it must be approved by the Board of Supervisors prior to the sign purchase and installation.

B. Financials – Steve distributed the financial reports for review and discussion.

**5. Future Agenda –**

- a. 2019 Project Updates

**6. Meeting Adjourned at 6:35 pm**

**7. Next meeting – to be determined at a later date**



OFFICE OF THE CLERK  
OF THE BOARD OF SUPERVISORS

## REGULAR AGENDA REQUEST

Print

**MEETING DATE** December 17, 2019

**Departments: Public Health**

**TIME REQUIRED**

**SUBJECT** Amendment to Allocation List - Public Health

**PERSONS  
APPEARING  
BEFORE THE  
BOARD**

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### AGENDA DESCRIPTION:

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

Proposed resolution authorizing the County Administrative Officer to amend the County of Mono list of allocated positions to add one community Health Coordinator Level I/II position within the Department of Public Health.

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### RECOMMENDED ACTION:

Approve the proposed resolution R19-\_\_\_, Authorizing the County Administrative Officer to amend the County of Mono list of allocated positions for the Department of Public Health to remove one (1) Tobacco Control Program Coordinator and add one (1) Community Health Program Coordinator Level I/II position.

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### FISCAL IMPACT:

There is no fiscal impact to the County General Fund. This position has been budgeted for in Fiscal Year 2019/20, and is a staffing requirement for the California Tobacco Control Program. Funding for the position comes from the California Tobacco Control Program and Public Health Realignment.

---

**CONTACT NAME:** Sandra Pearce

**PHONE/EMAIL:** 760.216.7028 / spearce@mono.ca.gov

---

### SEND COPIES TO:

Sandra Pearce

Kim Bunn

---

### MINUTE ORDER REQUESTED:

YES  NO

---

### ATTACHMENTS:

Click to download
<input type="checkbox"/> <a href="#">BOS Staff Report</a>
<input type="checkbox"/> <a href="#">Resolution for Allocation List Change</a>

[Community Health Program Coordinator Job Description](#)

[Public Health Org Chart](#)

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### History

Time	Who	Approval
12/4/2019 4:25 PM	County Administrative Office	Yes
12/11/2019 5:45 PM	County Counsel	Yes
12/4/2019 4:28 PM	Finance	Yes



# MONO COUNTY HEALTH DEPARTMENT

## Public Health

P O .B O X 476, B R I D G E P O R T , C A 93517 P H O N E (760) 932-5580 • F A X (760) 924-1831

P O B O X 3329, M A M M O T H L A K E S , C A 93546 P H O N E (760) 924-1830 • F A X (760) 924-1831

DATE: December 17, 2019  
TO: Honorable Board of Supervisors  
FROM: Sandra Pearce, Public Health Director  
SUBJECT: Public Health Department Staff Allocation

### **Recommendation:**

Approve the proposed resolution authorizing the County Administrative Officer to amend the County of Mono list of allocated positions for the Department of Public Health to remove one (1) Tobacco Control Program Coordinator and add one (1) Community Health Program Coordinator Level I/II position.

### **Fiscal Impact:**

There is no fiscal impact to the County General Fund.

This position has been budgeted for in Fiscal Year 2019/20, and is a staffing requirement for the California Tobacco Control Program. Funding for the position comes from the California Tobacco Control Program and Public Health Realignment.

### **Discussion:**

The Tobacco Control Program Coordinator position was developed 2 years ago in response to the California Department of Public Health Tobacco Control Branch's contract mandate for a 1.0 FTE Program Coordinator in the Tobacco Program. The position is unique to the Health Department and funded by California's Proposition 99 & 56 allocations. This position was vacated in September, but while filled, three concerns became apparent:

1. There is no entry level for the Tobacco Control Program Coordinator position for individuals with limited experience who may be interested in managing public health grants and community education.
  - Level I (range 66) of the Community Health Program Coordinator position would be an entry level program coordinator position.
2. The Tobacco Control Program Coordinator position did not have supervisory authority, although the other two range 70 program coordinator positions in Public Health do have supervisory authority.

- Level II (range 70) would require 2 years of knowledge and experience, and have supervisory authority, which would create equity with the other range 70 program coordinator positions.
3. There was no flexibility in the programmatic job duties, as the Tobacco Control Program Coordinator was written specifically for the Tobacco Control Grant. Currently, the grant requires a 1.0 FTE Program Coordinator. However, the contract period for the grant ends in June 2021, and some health departments are requesting that the State reduce this FTE requirement for staffing flexibility in rural counties.
- In the future, Public Health would like to align the Tobacco Control Program and Local Oral Health Program, allowing for dual management and greater efficiency due to programmatic cross over.

The job description for the Community Health Program Coordinator Level I/II position has been approved by Local 39 (MCPE) and Mono County administration. This position would replace the Tobacco Control Program Coordinator position, is a requirement of the Tobacco Control Grant, has been budgeted for this fiscal year, and allows for potential Health Department cost savings.

The Community Health Program Coordinator position has been budgeted at a Range 70, Step A as to not underestimate salary and benefits in the instance of a successful recruitment of an incumbent with the knowledge and experience to fulfill the level II job duties.

In the following chart, the peach section shows the current approved allocation list, including FTE and salary for each staff member in Public Health. The yellow section shows the salary impact of the proposed changes to the current allocation list given the current approved budget. At this time we do not feel that a budget adjustment request is justified.



# MONO COUNTY HEALTH DEPARTMENT

## Public Health

P.O. Box 476, BRIDGEPORT, CA 93517 PHONE (760) 932-5580 • FAX (760) 924-1831

P.O. Box 3329, MAMMOTH LAKES, CA 93546 PHONE (760) 924-1830 • FAX (760) 924-1831

### FY 2019-20 Budget Allocations

<u>Employee</u>	<u>FY 2019-20 Approved Allocations</u>		<u>FY 2019-20 Proposed Allocation Changes</u>	
	<u>FTE</u>	<u>Budgeted Salary</u>	<u>FTE</u>	<u>Budgeted Salary</u>
Public Health Director	1.00	\$ 128,000	1.00	\$ 128,000
Director of Public Health Nursing	1.00	\$ -	1.00	\$ -
Health Officer	0.50	\$ 109,200	0.50	\$ 109,200
Health Program Manager/PHN	1.00	\$ 88,184	1.00	\$ 88,184
Health Program Manager/PHN	1.00	\$ 83,985	1.00	\$ 83,985
Health Program Manager/PHN	1.00	\$ 86,084	1.00	\$ 86,084
Health Program Manager/PHN	1.00	\$ -	1.00	\$ -
Public Health Nursing Professional	0.125	\$ 11,440	0.125	\$ 11,440
Public Health Nursing Professional	0.125	\$ 11,000	0.125	\$ 11,000
Public Health Nursing Professional	0.125	\$ 11,440	0.125	\$ 11,440
Public Health Nursing Professional	0.125	\$ -	0.125	\$ -
Community Health Outreach Specialist - Bilingual	0.80	\$ 57,406	0.80	\$ 57,406
WIC Director/Registered Dietician	1.00	\$ 68,848	1.00	\$ 68,848
Emergency Preparedness Manager	1.00	\$ 72,291	1.00	\$ 72,291
Tobacco Control Program Coordinator	1.00	\$ 67,209	0.00	\$ -
Community Health Program Coordinator	0.00	\$ -	1.00	\$ 60,923
Environmental Health Manager	1.00	\$ 104,492	1.00	\$ 104,492
Environmental Health Technician	0.50	\$ 20,800	0.50	\$ 20,800
Environmental Health Specialist III	1.00	\$ 81,741	1.00	\$ 81,741
Environmental Health Specialist III	1.00	\$ 72,377	1.00	\$ 72,377
Environmental Health Specialist III	1.00	\$ 72,377	1.00	\$ 72,377
Environmental Health Specialist I - III	1.00	\$ -	1.00	\$ -
Fiscal & Administrative Officer	1.00	\$ 83,007	1.00	\$ 83,007
FTS IV/WIC Nutrition Assistant - Bilingual	1.00	\$ 56,848	1.00	\$ 56,848
FTS IV/WIC Nutrition Assistant - Bilingual	1.00	\$ 58,939	1.00	\$ 58,939
FTS IV - Bilingual	1.00	\$ 67,769	1.00	\$ 67,769
FTS IV	1.00	\$ 51,253	1.00	\$ 51,253
<b>21.30</b>	<b>\$</b>	<b>1,464,688</b>	<b>21.30</b>	<b>\$ 1,458,402</b>

For questions regarding this item, please call Sandra Pearce at (760) 924-1818.

Submitted by:

Sandra Pearce, Public Health Director





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**RESOLUTION NO. R19-**

**A RESOLUTION OF THE MONO COUNTY  
BOARD OF SUPERVISORS**

**AUTHORIZING THE COUNTY ADMINISTRATIVE OFFICER TO AMEND THE COUNTY  
OF MONO LIST OF ALLOCATED POSITIONS TO REFLECT THE REMOVAL OF ONE  
TOBACCO CONTROL PROGRAM COORDINATOR AND THE ADDITION OF ONE  
COMMUNITY HEALTH PROGRAM COORDINATOR LEVEL I/11 POSITION IN THE  
DEPARTMENT OF PUBLIC HEALTH**

**WHEREAS**, the County of Mono maintains a list, of County job classifications, the pay ranges or rates for those job classifications, and the number of positions allocated by the Board of Supervisors for each of those job classifications on its List of Allocated Positions (or "Allocation List"); and

**WHEREAS**, the Allocation List identifies approved vacancies for recruitment and selection by Human Resources; determines and recognizes implementation of collective bargaining agreements related to job classifications and pay rates; and

**WHEREAS**, the County seeks to provide public services in the most efficient and economical manner reasonably possible, which at times requires the modification of job classifications on the Allocation List; and

**WHEREAS**, it is currently necessary to amend the Allocation List as part of maintaining proper accountability for hiring employees to perform public services; and

**NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO  
RESOLVES** as follows:

1. The County Administrative Officer is authorized to amend the County of Mono List of Allocated Positions to reflect the following changes:

Remove the allocation of one (1) full-time permanent Tobacco Control Program Coordinator (salary range 70 from \$58,022- \$70,527/year), new total 0.

Add the allocation of one (1) full-time permanent Community Health Program Coordinator (Level I salary range 66 from \$ 52,565- \$ 63,894/year, Level II salary range 70 from \$58,022- \$70,527/year) in the Department of Public Health, new total 1.

//

1 **PASSED, APPROVED and ADOPTED** this 17<sup>th</sup> day of December, 2019, by the following  
vote, to wit:

2 **AYES:**

3 **NOES:**

4 **ABSENT:**

5 **ABSTAIN:**

6  
7  
8 \_\_\_\_\_  
9 John Peters, Chair  
Mono County Board of Supervisors

10 **ATTEST:**

**APPROVED AS TO FORM:**

11  
12  
13 \_\_\_\_\_  
14 Clerk of the Board

\_\_\_\_\_

**MONO COUNTY**  
**BARGAINING UNIT: MCPE**  
**SALARY RANGE: Level I 66, Level II 70**

**Date Created: 10/7/19**  
**FLSA: Non-Exempt**

## **COMMUNITY HEALTH PROGRAM COORDINATOR I/II**

### **DEFINITION**

Under general direction, to plan, organize, direct, manage and evaluate public health programs through a multidisciplinary team approach. Responsibilities include, but not are limited to, ensuring compliance with federal, state, and/or local regulations, planning programs, implementing grant activities, completing periodic reports, providing public relations and presentations to community groups and policy makers, supporting collaborative efforts with community stakeholders, attending program related meetings and trainings, and performing related work as required.

### **DISTINGUISHING CHARACTERISTICS**

**Level I:** An entry level position that has limited knowledge or experience in principles and methods of public health education, program design, grant management and evaluation, community relations and outreach, media relations, public speaking or health promotion. May provide lead direction to other assigned staff.

**Level II:** A lead coordinator position that requires 2 years of knowledge and experience in principles and methods of public health education, program design, grant management and evaluation, community relations and outreach, media relations, public speaking and health promotion. Additionally, may schedule, organize, assign, and supervise the work of assigned staff.

### **REPORTS TO**

Public Health Director or designee

### **CLASSIFICATIONS DIRECTLY SUPERVISED**

**Level I:** May provide lead direction to other staff as assigned

**Level II:** May directly supervise staff and provide lead direction to other staff as assigned

### **EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

Duties may include, but are not limited to the following:

- Work in conjunction with Mono County staff and community partners to initiate, develop and maintain public health education programs;
- Utilize county, regional, state and federal resources to develop, implement, and evaluate public health programs in compliance with policy and procedures of the specific program;
- Co-write grant proposals and progress reports for the public health programs;
- Provide public outreach and represent the Public Health Department professionally in all facets of program functioning;
- Develop and present educational presentations to community groups and policy makers and interact with the public at Health Department events and meetings.
- Maintain accurate records of program objectives, implementation, and evaluation for reporting;
- Identify and network with community resources useful in implementing program activities.

## **TYPICAL PHYSICAL REQUIREMENTS**

Sit for extended periods; frequently stand and walk; normal manual dexterity and eye-hand coordination; lift and move objects weighing up to 25 lbs; correct hearing and vision to normal range; verbal communication; use of office equipment, including computer, telephone, calculator, copiers, and FAX.

## **TYPICAL WORKING CONDITIONS**

Work is usually performed in an office environment; travel within Mono County as required for program implementation; frequent contact with staff and the public. Incumbent may work holidays or hours outside of the normal work schedule infrequently. All Mono County employees are Disaster Service Workers in the event of a disaster.

## **DESIRABLE QUALIFICATIONS**

### **Knowledge of:**

- Theories, principles, goals and objectives of public health education and prevention, program management, policy, systems and environmental change.
- Budget, program planning, implementation and evaluation management.
- All societal factors which impact health programs.

### **Ability and willingness to:**

- Understand and apply pertinent local state rules, regulations and procedures to public health programs.
- Establish and maintain cooperative working relationships with staff; policy makers, public, and other community and public agencies and other local regional, state, and federal agencies.
- Speak in public and be comfortable with people of all ages, cultures, race/ethnicities, socio-economic backgrounds, gender, and temperaments.
- Communicate effectively in both oral and written forms.
- Organize workload and set priorities.
- Work independently as needed.
- Prepare and present reports.
- Maintain and organize records and files.
- Use social media, office equipment and Microsoft software programs
- Support and follow the Public Health Department's goals, guiding principles, and Mission-Vision-Values Statement.

## **Training and Experience**

**Level I:** Bachelor's Degree preferred from an accredited college or university with major course work in public health, health science, social science, or related field **-OR-** High school graduate or equivalent with 3 years work experience in a public health, social services, behavioral health or a related field.

**Level II:** Bachelor's Degree preferred from an accredited college or university with major course work in public health, health science, social science, or related field **-OR-** High school graduate or equivalent with 3 years work experience in a public health, social services, behavioral health or a related field.

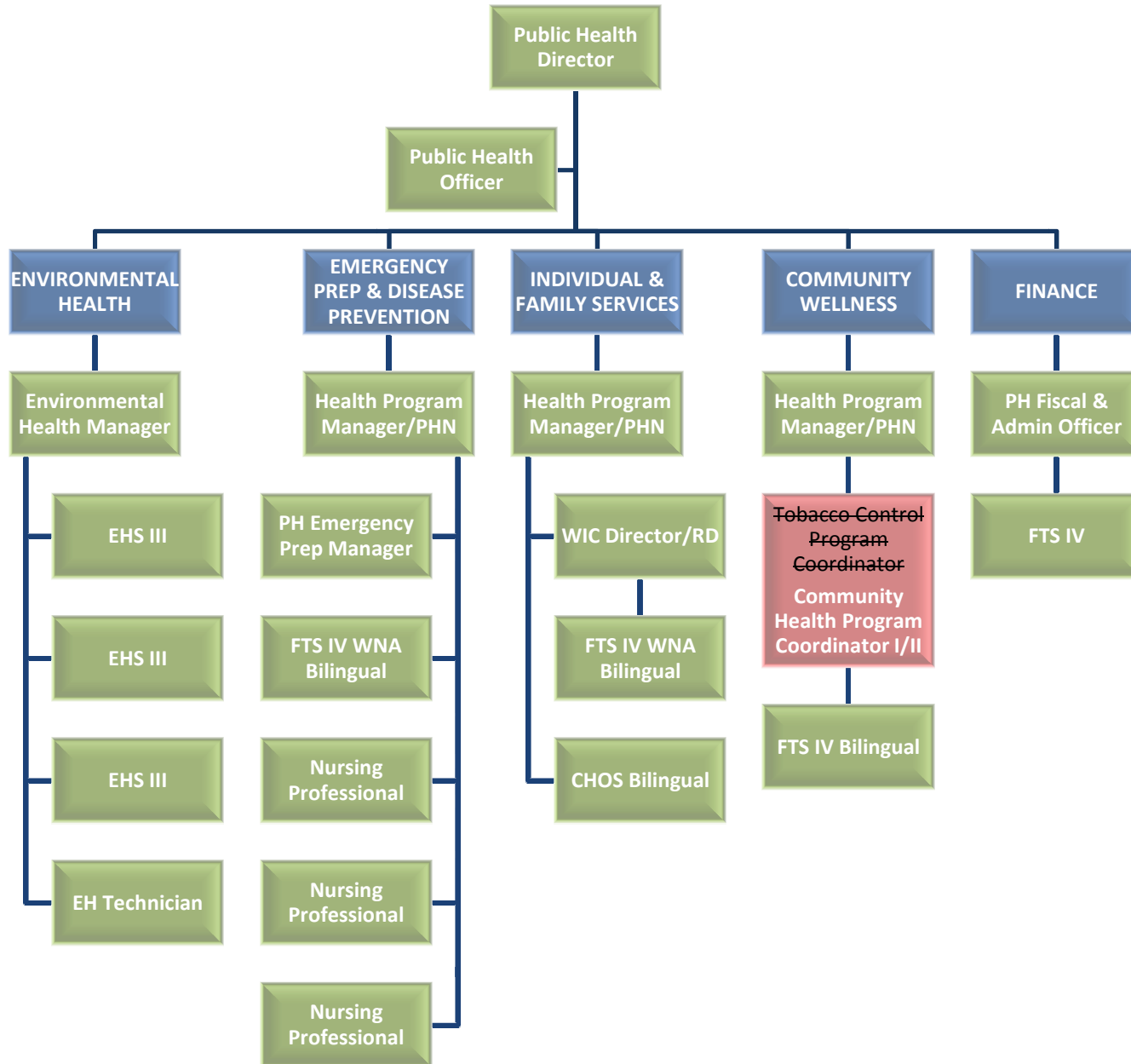
**-AND-** 2 years work experience in a similar position including front line supervision.

## **Special Requirements**

Possession of a valid driver's license

# Mono County Health Department Organizational Chart

## Fiscal Year 2019/20





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

**REGULAR AGENDA REQUEST**

Print

**MEETING DATE** December 17, 2019

**Departments: Community Development - Planning**

**TIME REQUIRED**

**PERSONS  
APPEARING  
BEFORE THE  
BOARD**

**SUBJECT** Letter to California Department of  
Water Resources Regarding  
Groundwater Basin Prioritization

**AGENDA DESCRIPTION:**

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

Letter to the State Department of Water Resources urging the finalization of the groundwater basin prioritization ratings.

**RECOMMENDED ACTION:**

Approve and authorize the Chair to sign the letter as drafted or as modified by the Board if desired. Provide any other direction to staff.

**FISCAL IMPACT:**

None.

**CONTACT NAME:** Michael Draper

**PHONE/EMAIL:** 7609241805 / mdraper@mono.ca.gov

**SEND COPIES TO:**

**MINUTE ORDER REQUESTED:**

YES  NO

**ATTACHMENTS:**

Click to download
<a href="#">staff report</a>
<a href="#">Attachment 1: Letter to DWR</a>

**History**

Time	Who	Approval
12/4/2019 4:02 PM	County Administrative Office	Yes
12/11/2019 4:23 PM	County Counsel	Yes

12/4/2019 2:41 PM

Finance

Yes

# Mono County Community Development Department

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PO Box 347  
Mammoth Lakes, CA 93546  
760.924.1800, fax 924.1801  
commdev@mono.ca.gov

## Planning Division

PO Box 8  
Bridgeport, CA 93517  
760.932.5420, fax 932.5431  
[www.monocounty.ca.gov](http://www.monocounty.ca.gov)

Date: December 17, 2019

To: **Honorable Mono County Board of Supervisors**

From: Michael Draper, CDD Planning Analyst II

Re: **Letter to the California Department of Water Resources regarding Basin Prioritization under the Sustainable Groundwater Management Act (SGMA)**

### RECOMMENDATION

1. Modify as desired, authorize the Board Chair to sign, and approve the letter to be sent.
2. Provide any other desired direction to staff.

### FISCAL IMPACT

None.

### BACKGROUND

California's groundwater basins are classified into one of four categories; high-, medium-, low-, or very low-priority based on components in the California Water Code Section 10933(b). Basins with high- and medium-priority classifications are required to develop and implement a groundwater sustainability agency to meet the sustainability goals established pursuant to SGMA. The Owens Valley Groundwater Basin is currently listed as medium-priority, and the Owens Valley Groundwater Authority was formed as the agency responsible for meeting SGMA requirements.

In December 2016, the California Department of Water Resources (DWR) published Bulletin 118 Interim Update 2016, which included groundwater basin boundary modifications and required DWR to reassess basin prioritization. In April 2019, a draft report re-prioritizing groundwater basins was released, proposing the Owens Valley Groundwater Basin be a low-priority basin. The final determination has yet to be released which creates an uncertain regulatory environment that is problematic for efficient and effective OVGA operations.

### DISCUSSION

The proposed letter to the DWR, which is patterned after a letter sent by Inyo County, urges the finalization of basin prioritizations so that the OVGA may continue operations that are responsive to whatever the rating may be. At the time this report was written, DWR is reviewing groundwater basin's prioritization and has advised that a final decision is "imminent."

This staff report has been reviewed by the Community Development Director.

### ATTACHMENTS

1. Letter to DWR





Jennifer Kreitz ~ District One    Fred Stump ~ District Two    Bob Gardner ~ District Three  
John Peters ~ District Four    Stacy Corless ~ District Five

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## BOARD OF SUPERVISORS COUNTY OF MONO

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P.O. BOX 715, BRIDGEPORT, CALIFORNIA 93517  
(760) 932-5533 • FAX (760) 932-5531  
*Shannon Kendall, Clerk of the Board*

December 17, 2019

**Via U.S. Mail and Email**

Timothy Ross, Senior Engineering Geologist  
Groundwater Section  
California Department of Water Resources  
TT0Fairmont Ave, Suite 200  
Glendale, CA91203

Steven Springhorn, Supervising Engineering Geologist  
Sustainable Groundwater Management Program  
California Department of Water Resources  
1416 9th Street  
Sacramento, CA 95814

Dear Dr. Ross and Mr. Springhorn,

On behalf of the Mono County Board of Supervisors, please accept this letter as a respectful request that the California Department of Water Resources expedite the Sustainable Groundwater Management Act (SGMA) 2019 Basin Prioritization process, at least as it pertains to the Owens Valley Groundwater Basin, 6-012 (Basin). This request supports a similar letter sent previously by the Inyo County Board of Supervisors.

The Owens Valley Groundwater Authority (OVGA) is the Basin's groundwater sustainability agency and is currently comprised of nine member agencies, including Mono and Inyo Counties. The effort to create the OVGA was substantial, and for some member agencies, their decisions were driven by the underlying medium priority status and the SGMA mandates resulting from that status. Participation of at least some OVGA member agencies was contingent on the Basin's medium priority status, and those agencies will likely reconsider their participation if that priority is altered. Some OVGA member agencies, however, expressly stated they intend continue to develop the groundwater sustainability plan (GSP) regardless of Basin status.

As you are aware, the Basin was proposed to be reprioritized to low priority in the April 2019 draft prioritization report, but the final determination has been delayed without an official explanation for months. Unfortunately, this delay is threatening to undermine the efficient and effective operation of the OVGA. As certain members await the final reprioritization results, the OVGA has delayed the potential inclusion of interested parties and the development of its GSP based on concern that funding member agencies may discontinue their membership, and to ensure that crucial policy decisions are made by members that intend to continue formal participation in the OVGA. In other words, the delay causes significant impacts to and uncertainty about OVGA membership, funding, and GSP development.

In addition, further delay will cause a number of serious concerns, including the OVGA's ability to 1) timely utilize the existing grant funding for GSP development; 2) provide timely guidance to existing Basin groundwater users; and 3) advise potential groundwater projects that may have significant impacts on the Owens Valley Basin.

Given the lengthy delay and the significant collateral effects on the OVGA's business, we respectfully request that DWR finalize the reprioritization results or inform the OVGA of the status of the Owens Valley Basin.

Thank you for your prompt attention to this matter.

Sincerely,

John Peters, Chairperson  
Mono County Board of Supervisors

cc: Board of Directors, Owens Valley Groundwater Authority



OFFICE OF THE CLERK  
OF THE BOARD OF SUPERVISORS

## REGULAR AGENDA REQUEST

Print

**MEETING DATE** December 17, 2019

**Departments: Clerk of the Board**

**TIME REQUIRED**

**SUBJECT** Proclamation Recognizing December  
22- 29, 2019 as Childhood Cancer  
Awareness Week

**PERSONS  
APPEARING  
BEFORE THE  
BOARD**

### AGENDA DESCRIPTION:

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

A Proclamation by the Mono County Board of Supervisors recognizing December 22 - 29, 2019 as Childhood Cancer Awareness Week.

### RECOMMENDED ACTION:

Approve proclamation.

### FISCAL IMPACT:

None.

**CONTACT NAME:** Scheereen Dedman

**PHONE/EMAIL:** x5538 / sdedman@mono.ca.gov

### SEND COPIES TO:

### MINUTE ORDER REQUESTED:

YES  NO

### ATTACHMENTS:

Click to download

[Proclamation](#)

### History

Time	Who	Approval
12/12/2019 2:56 PM	County Administrative Office	Yes
12/11/2019 4:18 PM	County Counsel	Yes
12/13/2019 8:10 AM	Finance	Yes



**A PROCLAMATION OF THE MONO COUNTY BOARD OF SUPERVISORS RECOGNIZING DECEMBER 22 – 29, 2019 AS CHILDHOOD CANCER AWARENESS WEEK**

**WHEREAS**, the American Cancer Fund for Children and Kids Cancer Connection report cancer is the leading cause of death by disease among U.S. children between infancy and age 15. This tragic disease is detected in more than 16,000 of our country's young people each and every year;

**WHEREAS**, one in five of our nation's children loses his or her battle with cancer. Many infants, children and teens will suffer from long-term effects of comprehensive treatment, including secondary cancers; and

**WHEREAS**, founded over twenty-five years ago by Steven Firestein, a member of the philanthropic Max Factor cosmetics family, the American Cancer Fund for Children, Inc. and Kids Cancer Connection, Inc. are dedicated to helping these children and their families; and

**WHEREAS**, the American Cancer Fund for Children and Kids Cancer Connection provide a variety of vital patient psychosocial services to children undergoing cancer treatment at Valley Children's Hospital in Madera, Lucile Packard Children's Hospital at Stanford, Renown Children's Hospital in Reno, as well as participating hospitals throughout the country, thereby enhancing the quality of life for these children and their families; and

**WHEREAS**, the American Cancer Fund for Children and Kids Cancer Connection also sponsor toy distributions, family sailing programs, KCC Supercar Experience, educational programs and hospital celebrations in honor of a child's determination and bravery to fight the battle against childhood cancer.

**NOW, THEREFORE**, the Mono County Board of Supervisors proclaims December 22 – 29, 2019 as Childhood Cancer Awareness Week in Mono County.

**APPROVED AND ADOPTED** this 17<sup>th</sup> day of December, 2019, by the Mono County Board of Supervisors.

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**Jennifer Kreitz, Supervisor District #1**

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**Fred Stump, Supervisor District #2**

---

**Bob Gardner, Supervisor District #3**

---

**John Peters, Supervisor District #4**

---

**Stacy Corless, Supervisor District #5**



OFFICE OF THE CLERK  
OF THE BOARD OF SUPERVISORS

## REGULAR AGENDA REQUEST

Print

**MEETING DATE** December 17, 2019

**TIME REQUIRED**

**SUBJECT** Agricultural Commissioner's Office  
Department Update December  
2019

**PERSONS  
APPEARING  
BEFORE THE  
BOARD**

### AGENDA DESCRIPTION:

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

December 2019 Department Update from the Inyo and Mono Counties Agricultural Commissioner's Office.

### RECOMMENDED ACTION:

### FISCAL IMPACT:

**CONTACT NAME:** S. Dedman

**PHONE/EMAIL:** x5538 / [sdedman@mono.ca.gov](mailto:sdedman@mono.ca.gov)

### SEND COPIES TO:

### MINUTE ORDER REQUESTED:

YES  NO

### ATTACHMENTS:

Click to download

[December 2019 Report](#)

#### History

Time	Who	Approval
12/12/2019 2:53 PM	County Administrative Office	Yes
12/11/2019 1:20 PM	County Counsel	Yes
12/13/2019 8:10 AM	Finance	Yes



## DEPARTMENT REPORT

December 2019

### Agriculture

There have been many stories in the news over the last several years regarding honey bee health and the importance of bees to the sustainability of agriculture. California has had regulations in place for many years requiring commercial beekeepers to register hives with the County Agricultural Commissioner. These regulations were meant to allow commercial pesticide applicators to contact local Agriculture Offices to ensure that inadvertent pesticide drift did not adversely affect hives. Despite registration costing beekeepers only \$10 each year, many beekeepers did not register their hives and there was no penalty in law for nonregistration. Recent legislation aimed at protecting commercial apiaries made it unlawful to keep unregistered hives and allowed penalties to be imposed for doing so.

In further effort to minimize pesticide impacts to bees, a consortium of government and private industry entities have been working toward getting the word out on the [BeeWhere](#) program. California Agricultural Commissioners have been very involved with both implementing as well as getting the word out about this important program. BeeWhere allows beekeepers to inform Agricultural Commissioners as well as pesticide applicators where commercial beehives are located in order to prevent accidental pesticide drift onto bee colonies. 2019 was the first year that registration was available through BeeWhere, and we hope that this novel program results in far fewer apiary losses due to accidental pesticide drift.



### Weights and Measures

Our weights and measures inspectors have been out certifying fuel meters at area airports. Any airport that offers fuel for sale must be certified just as any vehicle fueling station, although testing procedures can vary. Many airports have fuel delivery systems that operate at a higher volume than those designed to transfer fuel to cars. Because of this, it may be impossible to get a good reading using a five gallon fuel can, or “prover”. Additionally, jet fuel tends to foam, making a five gallon receptacle even more of an issue.

Our office uses a large trailer mounted 50 gallon prover for these tests due to the issues outlined above. Since inspectors cannot simply dump the 50 gallons back into an aboveground tank by pouring the prover out, we also need to utilize a fuel transfer pump. Staff must be trained to carefully carry out these inspections since a fuel transfer pump introduces electricity to power the pump. Tests might take several drafts to complete, so just testing one fuel meter can take an hour or more. Luckily, we only have four airports with fuel in our two counties!



### Mosquito Abatement

Mosquito control employees have been working diligently to repair equipment in preparation of next year's season. Staff are also going over training and getting the needed continuing education hours in to remain licensed with the state. Other activities include coordinating with CalFire for upcoming brush reduction projects which allow for better access for field staff during the summer treatment months.

Congratulations to Field Assistant Gabriel Mesquitez who recently passed (on the first try) his state licensing exam!



### Invasive Plant Management

Winter work for the weed abatement staff is similar to that of the mosquito abatement staff. Equipment that failed during the busy summer months is often set aside until the winter when repairs can be completed. Our invasive plant management staff are licensed by the California Department of Pesticide Regulation and must complete 20 hours of continuing education each year to remain licensed, much of which is conducted in the winter.

We also continue to work cooperatively with other entities in the Eastern Sierra Weed Management Area group, planning projects for the coming year and submitting grants to make those projects a reality.



### Inyo County Commercial Cannabis Permit Office

The California Department of Food and Agriculture CalCannabis program continues to work on draft regulations pertaining to [cannabis appellations](#). CalCannabis must have regulations in place for this by 2021. Once in place, these regulations will provide guidelines to establish appellations for cannabis throughout California, similar to those for wine. At this point it is unclear where Inyo County will fit into the map.

Initial scoring has been completed for most of the applications submitted in 2019. Letters are being sent to applicants requesting further information if required. We expect to begin bringing licenses to the Board of Supervisors early in 2020 for consideration.

**Happy Holidays!**





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

**REGULAR AGENDA REQUEST**

Print

**MEETING DATE** December 17, 2019

**TIME REQUIRED**

**SUBJECT** Letters re: Late Night Releases from  
County Jails

**PERSONS  
APPEARING  
BEFORE THE  
BOARD**

**AGENDA DESCRIPTION:**

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

A letter from Gavin Newsom to Sheriff Braun regarding late-night releases from county jails, and Sheriff Braun's response.

**RECOMMENDED ACTION:**

**FISCAL IMPACT:**

**CONTACT NAME:** S. Dedman

**PHONE/EMAIL:** x5538 / sdedman@mono.ca.gov

**SEND COPIES TO:**

**MINUTE ORDER REQUESTED:**

YES  NO

**ATTACHMENTS:**

Click to download
<a href="#">Gov. Newsom Letter</a>
<a href="#">Sheriff Braun Letter</a>

**History**

Time	Who	Approval
12/12/2019 2:55 PM	County Administrative Office	Yes
12/11/2019 4:20 PM	County Counsel	Yes
12/13/2019 8:10 AM	Finance	Yes





## OFFICE OF THE GOVERNOR

November 14, 2019

Sheriff Ingrid Braun  
County of Mono  
Post Office Box 616  
Bridgeport, California 93517

Dear Sheriff Braun,

I am writing regarding the issue of late night releases from county jails. This is an issue of critical importance to the safety and well-being of individuals in your care, especially women, transgender individuals and others who may be at higher risk for targeted violence and predation during late night hours in and around county jail facilities—especially facilities that are geographically isolated or in high-crime areas of cities.

Sadly there have been several high-profile deaths in recent years of women of color who have been released from county jail facilities during the early morning hours under conditions that were frankly foreseeably dangerous. Mitrice Richardson and Jessica St. Louis are just two names on an unacceptably long list of individuals who have been victimized in part due to this unsafe practice.

You have the power to protect people like Mitrice and Jessica, and I urge you to do so in your county by seeking ways to eliminate late night jail releases for those who do not have the ability to safely return home during those times. I stand ready to support you in changing these practices, but urge you to start the process immediately by reviewing and amending your jail discharge procedures. Sufficient planning should be done to ensure that, whenever possible, discharges occur during daytime or early evening hours or when individuals otherwise will have access to safe transportation. As you are aware, state law authorizes you to allow individuals to voluntarily stay in your facilities for up to 16 additional hours or until normal business hours, whichever is shorter, in order to offer the ability to be discharged to a treatment center or during

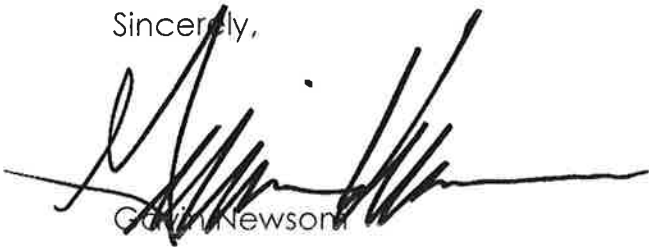
Sheriff Ingrid Braun  
November 14, 2019  
Page two

daytime hours. If you do not currently offer such a program, I encourage you to do so.

At a bare minimum, every jail facility should allow individuals to wait in a safe waiting area with access to phone charging and telephones to arrange for safe transportation.

I thank you for your attention to this matter, and invite you to reach out to my office to discuss further.

Sincerely,

A handwritten signature in black ink, appearing to be "Gavin Newsom", written over a horizontal line. The signature is stylized and cursive.

Gavin Newsom

**MONO COUNTY**  
**SHERIFF**

*A Commitment to Community Safety and Service*



**Ingrid Braun**  
Sheriff-Coroner

**MONO COUNTY SHERIFF'S OFFICE**

**Phillip West**  
Undersheriff

December 5, 2019

The Honorable Gavin Newsom  
Governor of California  
1303 10th Street, Suite 1173  
Sacramento, CA 95814

Dear Governor Newsom,

Thank you for your letter regarding the issue of late-night releases from county jails. I assure you that Mono County has a long-standing practice and policy of ensuring the safety of those released from our facility, and we will continue that practice.

Mono County only has one jail, which is located in Bridgeport, our County Seat. Bridgeport is a small community of approximately 600 people, more than 50 miles from any substantially larger community, and with extremely limited public transportation. Our jail sits at nearly 6,500 feet in elevation, and we are just miles from Bodie State Park, which is often the coldest location in the nation.

Recognizing our remote location, limited public transportation and challenging weather, we allow those released from our jail to stay in our facility until safe transportation can be secured. Our policy already contains the provision of state law that your letter referenced allowing individuals to stay up to 16 hours after discharge.

I appreciate and understand your interest in protecting those released from our custody, and I share your concern for their safety upon release. I assure you that Mono County will continue with our existing policy and practice.

Sincerely,

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

Ingrid Braun  
Sheriff-Coroner

c: Mono County Board of Supervisors



OFFICE OF THE CLERK  
OF THE BOARD OF SUPERVISORS

## REGULAR AGENDA REQUEST

Print

**MEETING DATE** December 17, 2019

**Departments: Behavioral Health**

**TIME REQUIRED** 40 minutes (20 minute presentation,  
20 minute discussion)

**PERSONS  
APPEARING  
BEFORE THE  
BOARD**

Amanda Greenberg, Robin Roberts

**SUBJECT** Approve Mental Health Services Act  
Fiscal Year 2019-2020 Annual  
Update

### AGENDA DESCRIPTION:

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

Presentation by Amanda Greenberg on the Mental Health Services Act (MHSA) FY 2019-2020 Annual Update.

### RECOMMENDED ACTION:

Approve MHSA FY 2019-2020 Annual Update. Provide any desired direction to staff.

### FISCAL IMPACT:

The MHSA FY 2019-2020 Annual Update outlines plans to spend approximately \$3,800,000 of funding from the Mental Health Services Act. There is no impact to the General Fund.

**CONTACT NAME:** Amanda Greenberg

**PHONE/EMAIL:** 760-924-1754 / [agreenberg@mono.ca.gov](mailto:agreenberg@mono.ca.gov)

### SEND COPIES TO:

Amanda Greenberg

### MINUTE ORDER REQUESTED:

YES  NO

### ATTACHMENTS:

Click to download

[Staff Report](#)

[Mental Health Services Act FY 2019-2020 Annual Update \(Draft for Public Comment\)](#)

### History

**Time**

12/4/2019 4:12 PM

**Who**

County Administrative Office

**Approval**

Yes

12/11/2019 4:17 PM

County Counsel

Yes

12/4/2019 2:52 PM

Finance

Yes



MONO COUNTY BEHAVIORAL HEALTH DEPARTMENT

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**COUNTY OF MONO**

---

P. O. BOX 2619 MAMMOTH LAKES, CA 93546 (760) 924-1740 FAX: (760) 924-1741

**TO:** Mono County Board of Supervisors

**FROM:** Amanda Greenberg, Mono County Behavioral Health Mental Health Services Act Coordinator

**DATE:** November 12, 2019

**SUBJECT:**

Approve the Mono County Behavioral Health Mental Health Services Act FY 2019-2020 Annual Update.

**DISCUSSION:**

The Mental Health Services Act (MHSA) Annual Update is required by the California Department of Health Care Services to report how Mono County Behavioral Health (MCBH) plans to spend and has spent its Mental Health Services Act (MHSA) funding. MHSA funding is from Proposition 63, the "Millionaires Tax," and the amount that MCBH receives varies from year to year. The report is broken down into the five categories of the MHSA: Community Services and Supports, Prevention and Early Intervention, Innovation, Workforce Education and Training, and Capital Facilities and Technological Needs.

The MHSA Annual Update is designed after soliciting resident, consumer, and community partner input. This plan is a comprehensive look at what is needed in our communities as it relates to mental health, as well as the programs and services MCBH has developed to meet those needs. Additionally, this update provides a progress report of MHSA activities completed in FY 2018-2019 and both ongoing and planned activities in FY 2019-2020.

This Annual Update also contains the following state-required supplemental reports: Prevention and Early Intervention Three-Year Evaluation Report (Aggregated Data), FY 2018-2019 Annual Innovative Project Report, and Updated AB 114 Reversion Expenditure Plan.

**FISCAL IMPACT:**

The MHSA FY 2019-2020 Annual Update outlines plans to spend approximately \$3,800,000 of funding from the Mental Health Services Act. There is no impact to the General Fund.

**SUBMITTED BY:**

Amanda Greenberg, Mental Health Services Act Coordinator, Contact: 760.924.1740



---

Mono County Behavioral Health  
Mental Health Services Act (MHSA)  
FY 2019-2020 Annual Update

Including the following Supplemental Reports:

Prevention and Early Intervention Three-Year Evaluation Report  
(Aggregated Data)

FY 2018-2019 Annual Innovative Project Report

Updated AB 114 Reversion Expenditure Plan

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WELLNESS • RECOVERY • RESILIENCE

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## EXECUTIVE SUMMARY

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The intent of the Mental Health Services Act (MHSA) Annual Update is to provide community members with information about the programming funded by each of component of the MHSA: Community Services and Supports (CSS), Prevention and Early Intervention (PEI), Innovation (INN), Workforce Education and Training (WET), and Capital Facilities and Technological Needs (CF/TN). The MHSA also requires that all County Mental Health Departments submit an updated program and expenditure plan every year. In order to create all MHSA plans, departments must engage stakeholders in the Community Program Planning (CPP) process.

The Mono County Behavioral Health Department (MCBH) is proud to present its 2019-2020 Annual Update, which provides a progress report of MHSA activities for the 2018-2019 fiscal year, as well as an overview of current or proposed MHSA programs planned and/or underway for the 2019-2020 fiscal year. Additionally, this document includes several supplemental reports, including the Prevention and Early Intervention (PEI) Three-Year Evaluation Report (FY 2016/2017 - FY 2017-2018), the FY 2018-2019 Innovative Project Reports, and the Updated AB 114 Reversion Expenditure Plan.

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## MHSA COUNTY FISCAL ACCOUNTABILITY CERTIFICATION

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To be completed following public comment period.

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## MHSA COUNTY REVERSION CERTIFICATION

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To be completed following public comment period.

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## BOARD OF SUPERVISOR APPROVAL

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To be completed following public hearing.

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## MONO COUNTY SNAPSHOT & CAPACITY OVERVIEW

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Mono County is a frontier county, bordering the state of Nevada to the north and east and the Sierra Nevada Mountains to the west. Other than Mammoth Lakes, which boasts a year-round population of 8,000, the remainder of the county consists of small communities ranging in population from less than 300 to about 1,200 people. The northern part of the county includes the small towns of Topaz, Walker, and Coleville. Bridgeport, the county seat, is 35 miles south of these three small communities. The central part of the county includes the communities of Lee Vining, June Lake, Crowley Lake, the Wheeler Crest communities, and Mammoth Lakes. In the southeast sector lie Benton and Chalfant.

According to the 2010 Census, the total population of Mono County is approximately 14,000. The ethnic distribution of Mono County is 27.7 percent Latino/Hispanic, 2.1 percent Native American, and 65.6 percent white (this does not include undocumented Latino/Hispanic residents). About one quarter of the population speaks a language other than English at home. The county is comprised of 47 percent female residents and 53 percent male residents. Approximately 19 percent of the population is under the age of 18 (5 percent are under 5) and 13 percent of the population is 65 and over.

Mono County's inhabited areas range in altitude from 5,000 to 8,500 feet; winters can be long and harsh with occasional road closures. Residents primarily earn their livelihoods through government service and retail trades related to tourism and agriculture. The median income is \$61,814 and 11.3 percent of Mono County residents live in poverty; the median value of owner-occupied housing units is \$324,600. Schools are located in Coleville, Bridgeport, Lee Vining, Benton, and Mammoth Lakes, each school is approximately 25-45 miles from the next. Mono County has three school districts: Mammoth Unified School District (MUSD), Eastern Sierra Unified School District (ESUSD), and Mono County Office of Education (MCOE).

Several of Mono County's communities are year-round resorts and include multi-million dollar homes belonging to second homeowners. However, many year-round residents struggle to make ends meet, often holding more than one job. Additionally, the Mammoth Lakes tourist-related businesses, such as the ski area, promulgate a resort atmosphere that normalizes excessive alcohol consumption.

### Assessment of Current Capacity

Part of Mono County Behavioral Health's (MCBH's) mission is to bring together representatives from Mono County communities and ask these representatives to take a leadership role in identifying and resolving community health needs. In this assessment of current capacity, MCBH will examine current capacity within its department, as well as capacity of key community partners that also promote health and wellness. As will be outlined in this report, MCBH has a number of successful programs ranging from its Full Service Partnership program and Crisis Intervention/Stabilization Program to Community Engagement programs that target underserved populations. Programs from previous years that are being continued or expanded

in this Three-Year Plan take into account the department's current and future capacity. Where necessary, the report outlines where additional capacity will need to be developed to meet programmatic goals and community needs.

Please see Capacity Table 1 below for an overview of current staffing. As of the writing of this report (November 2019), MCBH has several open positions and is currently seeking additional staff in order to be able to fully implement the MHSA programs that are outlined in this plan, as well as the administrative duties that are outlined in the regulations.

Approximately 30% of the Department's staff are bilingual (English/Spanish) and 35% are of Latino/Hispanic origin. MCBH believes that its ability to provide services in all of our programs is greatly enhanced if we have bilingual/bicultural staff. This is especially true for licensed staff and interns. The Department's current staffing, as well as its dedication to hiring bilingual staff are both major strengths in terms of meeting the needs of racially and ethnically diverse populations.

In addition to offering a preference to Spanish speaking employees, MCBH is dedicated to supporting the growth and professional development of existing staff, especially bilingual staff interested in pursuing degrees and/or licensure. MCBH currently helps promote this effort through financial incentive programs in an effort to "grow our own." MCBH was not able to pull current data for the publication of this report due to internal staff transition/vacancies; however, in FY 2016-2017, MCBH served approximately 521 clients; of these clients, 23 percent were of Latino/Hispanic heritage and 77 percent were non-Latino/Hispanic. In a sample of FY 2017-2018 38 percent of clients served were of Latino/Hispanic heritage and 62 percent were non-Latino/Hispanic. Of Mono County's total population, almost 30 percent are Latino/Hispanic. For penetration rate data, including Mono County's Hispanic penetration rate, please see Appendix A.

MCBH considers all its positions hard-to-fill and faces a continuous challenge around retaining staff, especially licensed, intern, and medical staff. Mono County is a small, rural county that is isolated in the Sierra Nevada Mountains; additionally, the county is often not able to offer wages for these positions that are competitive with larger counties or private organizations. Finally, due to stressors typical to a rural environment (isolation, lack of resources, limited transportation), the need for services in hard-to-serve outlying areas continues to be a challenge. MCBH counters this challenge by offering such programs as its Financial Incentive Program.

Over half of MCBH's staff report that they are a current or former consumer of mental health or substance use services and/or a family member of a current or former consumer of mental health or substance use services. When hiring, priority is given to consumers and family members of consumers for all positions. "Lived experience" is essential to informing all of MCBH's work.

To examine capacity within the community, MCBH also listed partner agencies, organizations, and coalitions (see Capacity Tables 2-3 below). In some cases, the relationships between MCBH and the partner are strong and in other cases the relationships could be strengthened. The agencies in each of these tables strive to meet the needs of racially and ethnically diverse populations in Mono County by hiring native Spanish speakers, offering interpretation services,

reaching out to geographically isolated areas, hiring individuals with lived experience, and developing programs and trainings that specifically target the inclusion of diverse populations.

One of the coalitions with the most capacity is the Behavioral Health Advisory Board, which is comprised of representatives from Mammoth Lakes Police Department, the Mono County Sheriff's Office, and the Mammoth Unified School District. It also includes two clients/family members of clients, the MCBH QA/QI Coordinator, and one County Supervisor (though she is not representing the Board). This committee is involved in MCBH's program planning and includes a wide range of community partners.

Please see MCBH's FY 2018-2019 Annual Update for its complete Workforce Needs Assessment.

- [https://www.monocounty.ca.gov/sites/default/files/fileattachments/behavioral\\_health/page/10057/mono\\_mhsa\\_fy\\_18-19\\_annual\\_update\\_final\\_approved.pdf](https://www.monocounty.ca.gov/sites/default/files/fileattachments/behavioral_health/page/10057/mono_mhsa_fy_18-19_annual_update_final_approved.pdf)

Current Staffing as of November 7, 2019\*

Position	Category	FTE	Language(s)	Latino/Hispanic Origin?
Director	Managerial/Supervisory Licensed Mental Health Staff	1	English	N
Business Administrator	Managerial/Supervisory	1	English Spanish	Y
Clinical Program Manager	Managerial/Supervisory	1	This position is vacant	
Clinical Supervisor	Managerial/Supervisory Licensed Mental Health Staff	1	English	N
Therapist (Spanish-speaking)	Licensed Mental Health Staff	1	This position is vacant	
Therapist	Licensed Mental Health Staff	1	This position is vacant	
Therapist	Licensed Mental Health Staff	1	English	N
Therapist	Licensed Mental Health Staff	1	English	N
Behavioral Health Services Coordinator	Mental Health Staff	1	English	Y
Case Manager Telepsychiatry Coordinator	Mental Health Staff SUD Personnel	1	English Spanish	Y
Case Manager	Mental Health Staff	1	English Spanish	Y
Case Manager	Mental Health Staff	1	This position is vacant	
SUD Counselor	SUD Personnel	1	English	N

SUD Counselor	SUD Personnel	1	English	N
Walker-Based PEI Case Manager	Mental Health Staff	.6	English	N
Wellness Center Associate	Mental Health Staff	.25	English	N
Wellness Center Associate	Mental Health Staff	.1	English	N
Wellness Center Associate	Mental Health Staff	.1	English Spanish	Y
Fiscal Technical Specialist I	Other Personnel	1	English Spanish	Y
Fiscal Technical Specialist I	Other Personnel	1	This position is vacant	
MHSA Coordinator	Other Personnel	.8	English	N
QA/QI Coordinator	Other Personnel	1	English	N
Psychiatry via Telemedicine (contract with North American Medical Services)	Licensed Mental Health Staff	10 hrs/ week	English	N
Psychology in Spanish via Telemedicine (contract with North American Medical Services)	Licensed Mental Health Staff	16 hrs/ week	Spanish	Y
Psychiatric Nurse	Licensed Mental Health Staff	1	This position is vacant	

\*Please also see MCBH's Cultural Competence Plan for further information on current staffing and diversity.

**Capacity Table 2. Mono County Agencies**

Agency	Purpose/Mission	Who is served?
<b>Mono County Public Health</b>	“The Public Health Department provides services that support the health and safety of Mono County residents including immunizations, HIV and other sexually transmitted diseases programs, communicable disease prevention and surveillance, tuberculosis program, health promotion, emergency preparedness, California Children’s Services (CCS), Child Health and Disability Prevention Program (CHDP), Women Infant and Children (WIC), services for women and children, safety programs and much more.”	Mono County residents
<b>Social Services</b>	“Our mission is to serve, aid, and protect needy and vulnerable children and adults residing in Mono County in ways that strengthen and preserve families, encourage personal responsibility, and foster independence.”	Needy and vulnerable children and adults
<b>Mono County Office of Education</b>	<i>“Mono County Office of Education is committed to serving students, schools and communities by providing and supporting exemplary educational programs in a professional and fiscally-sound manner in order to foster healthy and productive individuals.”</i>	Mono County students, schools, and communities
<b>Mono County District Attorney</b>	“The Mono County Office of the District Attorney promotes and protects the public peace and safety of Mono County, California.”	Mono County community
<b>Mono County Sheriff</b>	“The Mono County Sheriff’s Office is committed to providing the highest level of professional law enforcement services to enhance the quality of life for the citizens and visitors of Mono County.”	Mono County residents and guests
<b>Mammoth Lakes Police Department</b>	“The Mammoth Lakes Police Department’s mission is to provide quality law enforcement services, while building partnerships to prevent crime, maintain public trust and enhance the quality of life throughout town.”	Mono County residents and guests
<b>Mono County Probation</b>	The mission of the Mono County Probation Department is to ensure the safety of the residents of Mono County by providing community-based supervision and rehabilitation through a multi-disciplinary approach to persons being convicted or adjudicated of a crime.	Mono County probationers and community
<b>Eastern Sierra Unified School District (ESUSD)</b>	“We as students, parents, community members and educators together will inspire and challenge each of our students to pursue personal excellence, to contribute positively to society, and to sustain a passion for learning.”	Mono County students and parents/guardians
<b>Mammoth Unified School District (MUSD)</b>	“Mammoth Unified School District is committed to supporting students’ individual needs and preparing them for the future by instilling them with confidence. Our school district encourages all students to push themselves to achieve and develop socially, emotionally, physically and academically. The parents and staff are very involved in our students’ learning, recognizing their challenges and successes, while nurturing their individual talents and celebrating their diversity.”	Mono County students and parents/guardians



**Capacity Table 3. Mono County Community Partner Organizations and Coalitions**

Organization/Coalition	Purpose/Mission	Who is served?
<b>Behavioral Health Advisory Committee</b>	“Supporting individuals by promoting recovery, self-determination, and wellness in all aspects of life.”	Mono County community, MCBH clients
<b>Mammoth Hospital</b>	“To promote the well-being and improve the health of our residents and guests.”	Mono County residents and guests
<b>Toiyabe Indian Health Project</b>		
<b>Wild Iris Family Counseling and Crisis Center</b>	“Wild Iris is dedicated to promoting a safer community by empowering and restoring the independence of those affected by domestic violence, sexual assault and child abuse. Our vision is for non-violent relationships based on dignity, respect, compassion, and equality.”	Individuals affected by domestic violence, sexual assault, and child abuse
<b>Student Attendance Review Board (SARB)</b>	“The Board helps truant or recalcitrant students and their parents/guardians solve school attendance and behavior problems through the use of available school and community resources.”	Truant or recalcitrant students and their parents/guardians
<b>Mammoth Mountain Ski Area</b>	Mammoth Mountain provides recreational opportunities for residents and guests. It also serves as a major employer of permanent and temporary (sometimes transient) employees in Mono County.	Mono County guests and residents (permanent and temporary)
<b>First Five Commission</b>	“First 5 Mono County will be a leader in a community-oriented and family-centered support network for children prenatal to age five and their families, and is charged with improving outcomes in children’s health, safety, and learning.”	Children pre-natal to age five and their families

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## COMMUNITY PROGRAM PLANNING

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A critical step in the MHSa Three-Year plan is engaging community stakeholders so that they can provide input on the allocation of the county's MHSa funds. For this Annual Update, MCBH participated in and facilitated several focus groups with key stakeholders over the course of the year. These engagement methods and a summary of the results are outlined below. Please note that MCBH provides training on the Community Program Planning Process (CPPP) to staff members and its Behavioral Health Advisory Board. Additionally, when MCBH conducts focus groups, staff provide a short overview training of the MHSa and how the input that participants provide will be used to design and plan programs. The MHSa Coordinator, Amanda Greenberg, MPH, is charged with the planning and data collection for the CPPP. For a description of her duties, including the requirement of an annual mental health needs assessment (the CPPP), please see Appendix H.

### **MCBH Client Focus Group #1: Focus on Access to Care**

- April 18, 2019; 3 participants; Conducted at MCBH offices
- Facilitated by EQRO
- Key Takeaways
  - Participants stated that the frequency at which they received services was sufficient to help them make progress
  - Participants stated that appointments are easily available; however, a person might wait longer than a week if it's tourist season
  - Participants recommended the following for improving care:
    - Teach mental health more in schools so children learn how to identify the signs of depression, or any other mental health issues
    - Provide a shelter for the homeless community as there are not many resources available for homeless persons
    - Provide additional psychiatrist/therapist during high tourist season

### **Community Health Improvement Planning Workshop**

- September 18, 2019; 45 participants; Conducted at Mammoth Hospital
- Facilitated by HealthTechS3 consultants
- This workshop contained a wide array of community stakeholders, who shared their existing programming and planned future programming based on identified needs. The group also brainstormed gaps in existing programs and services and ideas for filling those gaps. Finally, MCBH staff used this workshop as an opportunity to brainstorm ideas for programming using its intimate knowledge of those it serves. Below is a summary of these discussions.
- Planned future programming based on current identified needs:

- Wild Iris: focus on prevention among children by expanding youth education programs, add a therapist on staff, facilitate a domestic violence group in the jail
- Mammoth Hospital: Add providers and physical space once existing ones are maxed out, integrate with pediatric clinic, increase screenings and interdepartmental communication, increase referrals to spiritual care team, offer additional trainings to providers, market behavioral health services, offer MAT, work on destigmatizing behavioral health
- Anthem: Expanding their provider network through Beacon, contracted with schools in Inyo County to provide on-campus services, Live Health Online telemedicine services, offer housing voucher program
- Community Services Solutions: Would like to offer Mental Health First Aid, close gap between re-entry program and Probation
- Toiyabe: Expand psychiatry especially for adolescents and children
- Cerro Coso: Expanding Health and Human Services Certificate and Substance Use Disorder Counseling Certificate program
- Gaps in programming/services and ideas to alleviate those gaps:
  - Create a network to advertise programs/services and share available resources
    - Via school system
    - Via Mammoth Hospital
    - Share Wellness Center calendars
    - Utilize 211 system
    - Create a coalition
    - Consider an innovative alternative to in-person coalition meetings
  - Develop pipeline programs like a scholarship program
  - Offer Mental Health First Aid Training
  - Develop an infrastructure for screening for ACEs and serving children with high ACE scores
    - Washington state has a protocol program
  - Offer more services in outlying areas
    - Consider Latino community in Bridgeport as a target population
  - Decrease domestic violence
  - Create a mobile crisis response team
  - Ensure that Victims' Advocates are checking on families
  - Offer services during extended hours
  - Connect with community organizations like churches
- Gaps in programming/services and ideas to alleviate those gaps related to substance use disorders and co-occurring disorders:
  - Provide more information on resources like AA that other agencies can access
  - Stay open until 8 pm one night per week
  - Coordinate with Toiyabe in Coleville to offer an SUD group
  - Participate in SUD Taskforce
  - Enforce laws re: parents providing alcohol to minors
  - Increase the entire continuum of housing stock
  - Offer or highlight alcohol-free, family-friendly events
    - After school programming

- Game Nights
  - Utilize the library
- Hire bilingual employees
- Offer programming around vaping
- Increase home-visiting services for families with children under 5
- Opportunities for Collaboration with:
  - Mammoth Mountain (consider substance-free employee housing)
  - MLR, MLT, and MLTPA
  - Offer inter-agency mobile services
  - Offer inter-agency services via permanent supportive housing project
- MCBH Staff: What's Your Vision
  - Flexible services that make it easier to come in, including evening hours
  - Adequate staffing for presence in North County
  - Satellite offices in Bridgeport and Benton
  - More SUD/co-occurring groups for youth
  - Wellness center in Bridgeport with showers
  - ACEs in pediatric clinic
  - Infrastructure to respond to high ACE scores
  - More shoulder season activities
  - More outdoor activities to promote well-being
  - Advocate for person-centered, non-stigmatizing language
  - Community mental health wraparound
  - Housing for those with SUD
  - Collaborate with Mammoth Mountain - how to better help/info about their EAP
  - Family therapy using the FOCUS model
  - Improved self-care for MCBH staff
  - Collaborate with libraries
  - Collaborate with Town Recreation Department for programming
  - Increased family events
  - Increased participation in annual Latino Conference
  - Socials in Mammoth for target populations
  - Transportation from Benton to Bishop for youth (collaborate with ESTA and Community Services Solutions)
  - More wellness activities led by consumers

### **Behavioral Health Advisory Board Prioritization Exercise and Focus Group**

- August 12, 2019; 13 participants; Conducted at MCBH Offices
- Facilitated by Amanda Greenberg
- The Behavioral Health Advisory Board (BHAB) was a key group to include in our CPPP because they also serve as our MHSA Steering Committee and represent a wide variety of community stakeholders, including clients and family members.
  - At its October, 2019 meeting the BHAB also discussed offering incentives in the form of gift cards for stakeholders to participate in BHAB and other community

meetings that cover MHSA activities. MCBH plans to implement this practice beginning in 2020.

- Training: Amanda provided an overview of the MHSA more generally and then described the CPPP, including information on what the CPPP is, who the stakeholders are, the information that is asked during the CPPP, how we've done our CPPP in past years, and how we are planning to do our CPPP this year. Information covered is included in the attached infographic entitled: "Mental Health Services Act (MHSA) & the Community Program Planning Process (CPPP)." BHAB members weighed in suggesting collaboration with other agencies (like Public Health) who do needs assessments and supported the current CPPP plan to participate in back to school nights and other community events. They also suggested minor changes to the infographic for future use. See final copy below.
- Exercise: Amanda introduced a dot exercise, which included the six questions listed below. Each participant received a set of dots and was invited to put three dots on the top three issues on each page. See the table below to view the options provided for each question and the number of dots received for each question.
  - When you think about yourself, what do you think are the top 3 issues related to your mental health?
  - When you think about your community, what do you think are the top 3 issues related to mental health?
  - When you think about youth ages 0-15, what do you think are the top 3 issues related to mental health? Finding access to mental health providers
  - When you think about transition age youth ages 16-25, what do you think are the top 3 issues related to mental health?
  - When you think about adults ages 26-59, what do you think are the top 3 issues related to mental health?
  - When you think about older adults ages 60+, what do you think are the top 3 issues related to mental health?

	Yourself	Community	Youth Ages 0-15	Transition Age Youth Ages 16-25	Adults Ages 26-59	Older Adults Ages 60+
Cost of services	7	5	0	1	6	6
Finding access to mental health providers	3	7	0	0	6	5
Drugs or alcohol	0	5	0	7	7	2
Feeling a lack of social support or isolation	5	1	4	0	1	8
Finding housing	1	7	0	2	4	1
Experiencing bullying	1	0	6	5	0	0
Family relationships	1	1	7	2	0	1
Feeling a lack of purpose/meaning	3	0	0	1	2	6
Experiencing stigma/prejudice	1	1	2	5	3	0
Social media problems	3	0	4	5	0	0
Knowledge of mental health issues	0	0	3	2	3	1
Lack of culturally appropriate programs and services	4	1	1	0	0	3
Experiencing racism	1	2	1	2	0	0
Securing stable employment	0	2	0	0	1	0
Feeling Suicidal	0	0	1	1	0	0
Getting into fights/experiencing anger management issues	0	0	0	1	1	0
Experiencing homophobia	1	0	0	0	0	0

- Program ideas/Discussion based on dot exercise
  - It seems as though there are people falling through the cracks because of the cost of services, whether that's Medi-Cal share of cost or that people with Medi-Cal don't know they can access mental health services
  - Family relationships are a big challenge in our communities
    - Occasionally find that parents don't want the kids to get services, especially those with domestic violence in the family
    - It's just generally very stressful to be a parent especially living in a resort community with having multiple jobs and the pressures of mountain life
  - Would be nice to do more family wellness events that are alcohol-free and provide food – i.e. even at the bowling alley
    - Discussion of parenting classes, which are useful for certain audiences but likely not as wide-reaching as family events
    - Could re-brand parenting classes as parent support and education classes or “raising successful children”
  - Are there some evidence-based interventions related to ACEs? Would be nice to learn more about potential activities
    - How can we use the 40 Developmental Assets in connection with ACEs?
    - Best to start young with ACE education – helps provide language for when adverse events happen and creates relationships with caring adults
    - Would like to have an ACE training for the BHAB
  - Would like to see a community infrastructure that really puts resources together
  - Discussion around behavioral issues/mental health issues that relate to stressful home environments
  - Important to guide parents to understand trauma and how it impacts their child(ren)
  - Important to start as young as possible in terms of working with parents and creating a positive home environment – Mono County recently increased its funding allocation to First Five for home visiting programs
    - It will take a generation of prevention education to make a difference with the cycles of stressful home environments
    - Starting with new parents is huge – they can be totally overwhelmed and it's important to have support in such a critical time period
  - Great concern around kids from immigrant families
  - There is a lot of generalized stress around climate change – how can Behavioral Health be part of the County's crisis response plans – and within that, how do we make sure that we take care of our own staff as we are taking care of those impacted by a crisis (focus out, then focus in)
  - Still a lot of stigma around mental health and substance use in our community – need to be using more strengths-based language across agencies and focusing on resilience
- Feedback on exercise

- More space on the sheets, space to write other things, private space for feedback
- Collaborating agencies take on other needs
- Change FSP verbiage to be more layman's terms

### **June Lake Focus Group**

- February 19, 2019; 11 participants; Conducted at June Lake Community Center
- Facilitated by Robin Roberts
- Key Takeaways Include:
  - Strengths that participants identified:
    - Purpose to live in the area: (strengths residents found); Fishing in the summer; Involvement in church; Neighbors helping neighbors; Skiing; Backpacking; Women's retreats; Volunteering at Mono Lake; Mountain biking; Snowshoeing; Businesses starting to take off
  - Discussion on lack of services and resource for residents on the loop (wellness activities)
  - Quality of life for residents- how to improve wellness and health
  - How to retain residents (more resources and activities)
  - Lack of jobs and housing (seasonal work)
    - There is business growth without housing for employees, can't sustain the changes
  - Starting to see more young kids in the area, how do we bring activities to them, there's not a lot to do
  - How can we help the community and direct individuals to services (when individuals come to my bar and they clearly can benefit from services, how to link them to those services)
  - Chronic illness and no way to provide help or some type of management
  - We have a lot of young families and we want them interested to stay
  - Economic development- hope for new business, more business and people, how do we sustain changes
  - MCBH needs more presence in the community- information on services, Medi-CAL
  - Spread news with KMMT, post office, market, bulletin boards (one for resources, one for events, and clean it up!)
  - Have a sense of community and more activities
  - Events without beer
  - Events to reach out and have a speaker
  - Under representation of community members (Latinos, young families, seasonal workers 20-25 year olds)
  - Availability for services ? wellness groups? What does it look like to receive services and what kind of services are there?
  - Barriers with the latino community
  - Addressing issues and breaking down barriers (training for employers to recognize symptoms of mental health disorders and substance abuse in their staff, training



for community to be able to recognize symptoms and create awareness) first aid in mental health? Program available?

### Back to School Night Dot Exercise

- September 12, 2019; approximately 7 participants; Conducted at Mammoth Middle School
- MCBH also attempted this exercise at a Back to School night in Walker, CA, one of Mono County’s outlying areas but no one chose to participate in the exercise
- Facilitated by Sofia Flores
- Each participant received a set of dots and was invited to put three dots on the top three issues on each page. Individuals were asked their ethnicity; those who identified as Latino were given one color of dots and those who identified as non-Latino were given another color of dots. See the table below to view the options provided for each question and the number of dots received for each question.
  - When you think about youth, what do you think are the top 3 issues related to mental health?
  - When you think about your community, what do you think are the top 3 issues related to mental health?

	Youth (Non-Latino Respondents)	Youth (Latino Respondents)	Community (Non-Latino Respondents)	Community (Latino Respondents)
Drugs or alcohol	6	3	4	0
Social media problems	4	2	1	1
Family relationships	4	1	1	0
Finding access to mental health providers	1	0	4	0
Finding housing	1	0	1	2
Knowledge of mental health issues	1	0	3	0
Experiencing racism	0	2	0	0
Securing stable employment	0	0	2	0
Cost of services	0	0	0	1
Feeling a lack of social support or isolation	1	0	0	0
Feeling a lack of purpose/meaning	1	0	0	0
Other	1	0	0	0
Experiencing bullying	0	0	0	0
Experiencing stigma/prejudice	0	0	0	0
Lack of culturally appropriate programs and services	0	0	0	0
Feeling Suicidal	0	0	0	0
Getting into fights/experiencing anger management issues	0	0	0	0

### California Healthy Kids Survey (2017-2018)

- Although these data are several years delayed, MCBH still considers them to be critical part of the CPPP since the data from a valid and reliable tool in an age group that MCBH is not easily able to include in its own stakeholder engagement processes. The comparisons below are made between MUSD/ESUSD and the most recent statewide data available, which is from 2015-2017.
- Mammoth Unified School District: [Elementary](#)
  - 51 students in grade 5 took the survey
  - Key Takeaways:
    - School connectedness was lower than the State
    - Academic motivations was much higher than the State
    - Caring adult relationships were lower
    - Both the High expectations scale and meaningful participation scales were a little lower than the state
    - Although 90% of students report feeling safe at school, there is a higher percentage of students who report being bullied in comparison to the State
      - 12% of students report being hit or pushed “all of the time”
      - 12% of students report having mean rumors spread about them “all of the time”
      - 14% of students report being called bad names or having mean jokes told about them “all of the time”
    - Finally, 22% of students reported seeing a weapon at school in the last year vs. 17% at the State.
- Mammoth Unified School District: [Middle and High](#)
  - 94 students in grade 7 responded to the survey
    - Key Takeaways:
      - Grade 7 scored higher than the State across the key indicators for school climate and student well-being
      - 28% of students reported chronic sadness/hopelessness in the last 12 months (vs. 24% at the state for 2015-2017)
  - 84 students in grade 9 responded to the survey
    - Key Takeaways:
      - Grade 9 scored higher than the State across the key indicators for school climate and student well-being
      - 35% of students reported chronic sadness/hopelessness in the last 12 months (vs. 30% at the state for 2015-2017)
      - 20% of 9<sup>th</sup> graders report seriously considering suicide in the last 12 months (vs. 16% at the state for 2015-2017)
  - 81 students in grade 11 responded to the survey

- Key Takeaways
  - Grade 11 scored on par with the State in high expectations and caring adult relationships, but lower than the state in school connectedness, academic motivation, and meaningful participation, the last of which being notably lower than the State.
  - 42% of students reported chronic sadness/hopelessness in the last 12 months (vs. 32% at the state for 2015-2017)
  - The percentage of 11<sup>th</sup> graders who perceived the school to be safe or very safe was slightly lower than the state. This perception was shared by members of all racial/ethnic groups polled.
  - 17% of 11<sup>th</sup> graders report seriously considering suicide in the last 12 months (vs. 16% at the state for 2015-2017)
- Eastern Sierra Unified School District: [Elementary](#)
  - 23 students in grade 5 completed the survey
  - Key Takeaways:
    - Both academic motivation and meaningful participation were higher than the state but school connectedness was lower than the state
    - 68% of students report feeling safe at school vs. 81% at the state (2015-2017)
    - Like MUSD, there is a higher percentage of students who report being bullied in comparison to the State
      - 19% of students report having mean rumors spread about them “all of the time”
      - 14% of students report being called bad names or having mean jokes told about them “all of the time”
    - Finally, 52% of students reported seeing a weapon at school in the last year vs. 17% at the State.
- Eastern Sierra Unified School District: [Middle](#)
  - 43 students in grade 7 completed the survey
  - Key Takeaways:
    - Grade 7 scored higher than the State across the key indicators for school climate and student well-being
    - 17% of students reported chronic sadness/hopelessness in the last 12 months (vs. 24% at the state for 2015-2017)
    - A high percentage of students across racial/ethnic groups reported feeling safe/very safe at school
- Eastern Sierra Unified School District: [High](#)
  - 29 students in grade 9 responded to the survey
  - Key Takeaways:
    - Grade 9 scored higher than the State across the key indicators for school climate and student well-being

- 24% of students reported chronic sadness/hopelessness in the last 12 months (vs. 30% at the state for 2015-2017)
- Only 3% of 9<sup>th</sup> graders report seriously considering suicide in the last 12 months (vs. 16% at the state for 2015-2017)
- 24 students in grade 11 responded to the survey
  - Key Takeaways
    - Grade 11 scored higher than the State across the key indicators for school climate and student well-being
    - 57% of students reported chronic sadness/hopelessness in the last 12 months (vs. 32% at the state for 2015-2017)
    - 42% of 11<sup>th</sup> graders report seriously considering suicide in the last 12 months (vs. 16% at the state for 2015-2017)
    - 40% of Hispanic or Latino 11<sup>th</sup> graders reported perceiving the school as safe or very safe vs. 56% at the state.
    - 36% of Hispanic or Latino 11<sup>th</sup> graders reported harassment due to race, ethnicity, religion, gender, sexual orientation, disability, or immigrant status vs. 24% at the state.

In addition to these more formal Community Program Planning opportunities, MCBH's Director frequently educates community groups and key community partners/stakeholders about the department's MHSAs programs, a process that leads to informal needs assessment/information gathering. For example, she has presented on MHSAs programs before Mammoth Voices, the Mono County Prevention Coalition, and Mammoth Unified School District staff and parents. These presentations include significant discussion and feedback sessions surrounding community needs and services. Following these meetings, she has reported that she also always engages with people on an individual level who have questions about treatment for a friend, family member, or themselves. Finally, she assesses MHSAs needs and services through smaller scale meetings with partners like Mammoth Hospital, the Mono County Sheriff, etc.

Additional outreach includes meetings with Mono County Office of Education regarding its "Arts Now" campaign, the Mono County librarian regarding potential collaborative programming, and the Mammoth Lakes Foundation, including annual presentations before students on the foundation's scholarship at Cerro Coso Community College in Mammoth Lakes.

Together, these engagement activities have provided valuable and meaningful input about the unique needs of the Mono County community and allowed MCBH to develop an MHSAs program that is specifically designed for the county. Through these activities, the department was able to reach a range of populations within the county, including clients, allied agencies (social services, law enforcement, etc.), and community leaders. Mono County believes that it has reached a wide range of voices and perspectives and took great care to inform these stakeholders how valuable their input was throughout the process.

This Annual Update integrates stakeholder input, as well as service utilization data, to analyze community needs and determine the most effective way to utilize MHSA funding to expand services, improve access, and meet the needs of unserved/underserved populations. The MHSA Annual Update planning, development, and evaluation activities were also discussed with the Mono County Behavioral Health Advisory Board members.

MCBH staff also received a training on the CPPP so that they are more aware of how stakeholders' input impacts the department's decision-making and MHSA planning. This training took place on September 5, 2019 and included 9 participants. Please see Appendix E for sign-in sheet and hand-out used.

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## LOCAL REVIEW PROCESS

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**30-day Public Comment period dates:** November 8, 2019 - December 8, 2019

**Date of Public Hearing:** December 9, 2019, 3:00-4:30 pm, Mono County Behavioral Health Group Room, Sierra Center Mall, Third Floor

### Describe methods used to circulate, for the purpose of public comment, the Annual Update

The plan was posted at [monocounty.ca.gov/MHSA](http://monocounty.ca.gov/MHSA) on November 8, 2019. A news article was posted on MCBH's website and the Mono County website on November 8, 2019, and the public hearing was listed as an upcoming community event on MCBH's Community Events web page. Please see images below for examples of advertisement (To be completed following public comment period).

- Advertisements for the public comment period will be placed in three local newspapers: The Sheet, the Mammoth Times, and El Sol de la Sierra (a Spanish language newspaper). Flyers advertising the public comment period and public hearing will also be posted throughout the County in well-trafficked public places such as post offices and community centers.
- Mammoth Times: To be completed following public comment period dates of appearance
- The Sheet: To be completed following public comment period
- El Sol de la Sierra: To be completed following public comment period

### Provide information on the public hearing held by the local mental health board after the close of the 30-day review

The public comment hearing will be held on December 9, 2019 from 3:00-4:30 pm in Mammoth Lakes. The public hearing was facilitated by Amanda Greenberg, the MHSA Coordinator. To be completed following public hearing.

### Include summary of substantive recommendations received during the stakeholder review and public hearing, and responses to those comments

To be completed following public hearing.

### Include a description of any substantive changes made to the annual update that was circulated

To be completed following public hearing.

### MHSA Issue Resolution Process

To resolve an issue related to appropriate use of MHSA funds, inconsistency between approved MHSA Plan and implementation, and/or the Mono County Community Program Planning process, please see [Appendix B](#) for further instruction.

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## COMMUNITY SERVICES AND SUPPORTS

The MCBH MHS Community Supports and Services (CSS) program provides services to people of all ages, including children (ages 0-17); transition age youth (ages 16-25); adults (ages 18-59); older adults (ages 60+); all genders; and all races/ethnicities.

The CSS Program includes four service categories: Full Service Partnerships (FSP), General System Development, and Outreach and Engagement. Please see CSS Table 1 below for an overview of the programs and services offered within each of these service categories.

Services within the CSS category are for all populations and help reduce ethnic disparities, offer support, and promote evidence-based practices to address each individual’s mental health needs. These services emphasize wellness, recovery, and resiliency and offer integrated services for clients of all ages and their families. Services are delivered in a timely manner and are sensitive to the cultural needs of each individual. MCBH strives to not only meet the “clinical needs” of its clients but to also consider needs that relate to the social determinants of health such as housing and poverty. Department staff also strive to meet people where they are, both emotionally/mentally and from a physical perspective, including traveling to the County’s outlying areas to provide services and promote community.

In order to meet the mental health needs outlined above, MCBH has worked with stakeholders to develop and implement the programs in the CSS and other categories. As discussed in the Capacity Assessment section of this report, MCBH is currently seeking staff to ensure that it is fully able to implement these programs.

**CSS Table 1. CSS Service Categories & Programs/Services**

Service Category	FSP	General System Development	Outreach/Engagement
Programs and Services	<ul style="list-style-type: none"> <li>• Full Service Partnership Program serving children, transition age youth, adults, and older adults; including housing, food, clothing, etc. as needed</li> <li>• MHS Housing Program</li> </ul>	<ul style="list-style-type: none"> <li>• Expansion of case management/supportive services</li> <li>• Wellness Centers</li> <li>• Crisis intervention/stabilization</li> </ul>	<ul style="list-style-type: none"> <li>• Community Outreach &amp; Engagement</li> </ul>



## Full Service Partnerships (FSP)

MCBH has adopted a community clinic model, specifically when it comes to Full Service Partnership (FSP) clients. FSP services include, but are not limited to, one-on-one intensive case management, housing support, transportation, advocacy, assistance navigating other health care and social service systems, child care, and socialization opportunities. These programs embrace a “whatever it takes” service approach to helping individuals achieve their goals. MCBH’s FSP program serves all age groups, including children/youth, transition age youth, adults, and older adults.

Each client in the FSP program is assigned a Case Manager as the single point of responsibility for that client/family. Additionally, Full Service Partners are introduced to other Case Managers, including the individuals who staff MCBH’s 24/7 Access Line. This ensures that a known and qualified individual is available to respond to the client/family 24 hours per day, 7 days per week. These Case Managers, along with the assigned therapist are responsible for developing a Treatment Plan, which also serves as the Individual Services and Supports Plan. Additionally, the treatment team completes a Strengths Assessment and where appropriate a Personal Recovery Plan on all FSPs. Finally, all MCBH staff, including Case Managers receive extensive cultural competence training. It is also ensured that all Spanish-speaking FSPs are placed with a native Spanish-speaking Case Manager (Spanish is Mono’s only threshold language).

A key component of MCBH's FSP program is providing housing support and services. Affordable housing, specifically for those with mental illness, is a critical concern in Mono County. In response, MCBH has an interdisciplinary team that works together to find and secure housing for FSP clients who are homeless or at risk of homelessness. This also includes assisting with first and last month rent deposits and occasionally securing emergency housing for individuals in crisis who do not meet 5150 criteria. The total number of unduplicated FSP clients for FY 2018-2019 was approximately 25. Due to the small number of clients served, this report will not disaggregate the data by race/ethnicity, gender, or age. In FY 2019-2020, MCBH has set the following target numbers by age group for the FSP program: Children: 10%, Transition Age Youth: 25%, Adults: 50%, Older Adults: 15%. These percentages align with MCBH’s current identified need, as well as the Mono County average age distribution.

MCBH has also allocated a significant amount of CSS funds for its MHSA Housing Program. This project will be a 30-45 unit affordable housing unit with a set-aside of units for individuals with mental illness. Preparation for this project has included meeting with County leaders to build political will around the project and presenting before the Mono County Board of Supervisors. In FY 2018-2019, MCBH released a Request for Qualifications for qualified development partners to work on this project and selected Integrity Housing of Irvine, California as its partner. Mono County has since entered into an Exclusive Negotiating Agreement with Integrity Housing and is actively seeking a site in Mammoth Lakes for the project.

The funding for this project is drawn from the Department’s Prudent Reserve. In fall 2018, the California State Legislature passed Senate Bill 192, which specified a maximum amount of funds

that counties could hold in their MHSA prudent reserves. As a result, MCBH is transferring approximately \$1,200,000 from its prudent reserve into CSS during FY 19-20. Based upon continued feedback from a wide range of stakeholders that housing is one of the primary problems facing Mono County residents, especially those with mental illness, stakeholders have decided to allocate this amount to a housing project in Mammoth Lakes.

## General System Development

Within the General System Development CSS service category, MCBH funds such services as expanded case management and supportive services, the Sierra Wellness Center, the Walker Wellness Center, and crisis intervention and stabilization services. In FY 2018-2019, MCBH also partially funded its after-school youth program, Clubhouse Live (CHL) with CSS funds. This program had a successful summer season in 2019, including such programming as horseback riding and rock climbing, all of which seek to promote leadership and self-esteem.

Other programs offered at the Sierra Wellness Center range from yoga to support groups. In FY 2019-2020, MCBH will re-locate the Sierra Wellness Center to 181 Sierra Manor Road in Mammoth Lakes. This new location has more space and is closer to the Mammoth schools, as well as Mono County Behavioral Health's new offices on Sierra Park Road. Thanks in part to the additional space in the new Sierra Wellness Center location, MCBH is hoping to expand its programming in FY 2019-2020 to serve older adults and offer additional programming for the Latino community. MCBH has also expanded its Sierra Wellness Center programming to include Yoga in Spanish + Creative Space for Kids (Yoga en Español + Espacio Creativo) one night per week. This new program started in October, 2019. The Sierra Wellness Center as a whole has approximately 115 visits per month (not unduplicated data). The population served at this wellness center is a fairly even proportion of White/Caucasian and Latino/Hispanic attendees.

The Walker Wellness Center in Walker, CA, also offers a range of activities that vary with the season. In spring and summer 2019, community members helped grow a thriving community garden, complete with a new pergola. Other activities include: seasonal hiking/walking group, mindfulness group, family arts and crafts, family yoga, lunch, unstructured drop-in time, and a monthly community social. Furthermore, the Wellness Center serves as an office for MCBH clinical services, an office for the Northern Mono Hospice non-profit, and as a programming space for the Peapod Playgroups (discussed in PEI). The Walker Wellness Center has an average of 75 visits per month (data not unduplicated) through these various programs.

MCBH staff are available 24/7 including responding to crisis calls from the Mammoth Hospital Emergency Department for 5150 assessments. MCBH also operates a transitional housing program to stabilize a person's living situation and provides services on-site, but this program is grant-funded and does not utilize MHSA funding. In FY 2019-2020, the Department is developing an MOU with Kern County for utilization of a crisis stabilization unit in Ridgecrest. Transport to this facility will be provided by Mono County Paramedics. It is expected that both FSP and non-FSP clients will use this service. This is an identified need for MCBH and was enthusiastically supported by the Behavioral Health Advisory Board. Additionally, MCBH is planning to work with

the Mono County Sheriff and the Mono County Paramedics to create a remote crisis response team. In this plan, Sheriff Deputies and/or Paramedics will respond to crisis calls in the field and have an iPad on hand that will connect with staff from Mono County Behavioral Health. Training for this program will be provided through WET.

## Outreach and Engagement

MCBH offers several CSS programs, services, and activities that are encompassed in its Community Outreach & Engagement program, including the Foro Latino and community socials in outlying areas. These programs are designed to engage Mono County's un- and under-served individuals and communities, from both an ethnic/racial perspective and a geographic perspective. Through these programs, MCBH is also able to build trust in its communities and ensure that individuals who need more intensive services from the Department feel comfortable seeking them.

Approximately every quarter, the MCBH Cultural Outreach Committee the Foro Latino, which is an event designed to engage the Hispanic/Latino community, reduce mental health stigma, and serve as a space to talk about mental health-related issues. Through its CPPP, MCBH has identified that providing Spanish-language services and programs is an important way to target the underserved Latino community. In FY 2018-2019, these events attracted up to 125 people at each event.

MCBH has received awards for its community engagement in outlying areas (small, remote communities located throughout Mono County). Every month, MCBH hosts community socials in Benton (population: 280), Walker (population: 721), and Bridgeport (population: 575). These events are popular and well-attended by residents of all ages, drawing up to 40 people per event.

Lastly, a need to increase collaboration with Mono County's tribal entities has been identified. MCBH works with staff at the Toiyabe Indian Health Project on substance use disorders. While these efforts were not funded with MHSA dollars, they have helped to build relationships with local tribal entities. MCBH also participated in Toiyabe's 2018 Walk for Life and received a Historical Trauma Training from Toiyabe trainers in January 2019. Additionally, MCBH has been working with the Toiyabe Indian Health Project and Toiyabe Elder Services around the Benton Social. Indeed, the department has utilized this event to build collaborative relationships with Toiyabe Indian Health Project and the Benton Tribe to increase social opportunities and access to ancillary services for members of the Benton community, especially those members of the Benton tribal community. Finally, MCBH hired a Walker-based PEI Case Manager in September 2019 who has a background working with tribal entities. This will be discussed more in the PEI section.

## CSS Achievements

MCBH is very proud of its community programs, including those at the Walker Wellness Center and the Foro Latino, which had up to 95 participants per event in FY 2018-2019. The department

also saw increased opportunities for collaboration with tribal leaders and elders in Benton, CA, and department staff spent significant time outreaching to other local entities around housing programs, policies, and opportunities.

MCBH is also very proud of its forthcoming MOU with Kern County for the use of its crisis stabilization unit and the development of a remote mobile crisis response team. Lastly, MCBH has spent more time reaching out to political figures in the community to build support for mental health activities and reduce stigma at a governance level. This political support and interagency collaboration is a valuable achievement.

### Challenges or barriers, and strategies to mitigate

As a remote, rural county with a ski resort in its largest town, Mono County experiences a number of unique challenges regarding transportation, high cost of living, and lack of affordable housing. The high cost of living and lack of affordable housing place stress on individuals and families without high-paying jobs and sometimes forces them to work two jobs, which allows them less time to take care of their health needs. Likewise, lack of transportation can keep individuals from accessing services. MCBH has mitigated this barrier by offering more services and activities in outlying areas.

We have been unable to hire an on-site psychiatrist due to economy of scale issues, but we have been able to maintain stable telepsychiatry services, albeit at a high cost. Additionally, as of October, 2019, the department has several open positions, including full-time licensed therapist, case manager, fiscal technical specialist, and management positions. The department hopes to hire for each of these position in FY 2019-2020.

### List any significant changes in Three-Year Plan, if applicable

Significant changes to the three-year plan include the addition of an MOU for use of a crisis stabilization unit in Kern County, the development of a remote mobile crisis response team, and a change of location for the Sierra Wellness Center. MCBH also decided to cut its supportive services pilot and is instead focusing its funding on a 30-45 unit affordable housing project with a set-aside for mental health units. Finally, Mono County is constructing a new office building for all County employees in Mammoth Lakes and MCBH has budgeted additional funds within its CSS administration to purchase any new furniture required.

## PREVENTION AND EARLY INTERVENTION

The Prevention and Early Intervention (PEI) component of the MHSA includes five different funding categories: Prevention, Early Intervention, Outreach for Increasing Recognition of Early Signs of Mental Illness, Access and Linkage to Treatment, and Stigma and Discrimination Reduction. Please see PEI Table 1 below for an overview of the programs and services offered within each of these service categories. Please note that MCBH will submit its Three-Year PEI Evaluation Report by June 30, 2019.

**PEI Table 1. PEI Service Categories & Programs/Services**

Service Category	Prevention & Early Intervention	Outreach to Increase Recognition	Access/ Linkage to Treatment	Stigma/ Discrimination Reduction
Programs and Services	<ul style="list-style-type: none"> <li>• Peapod Playgroup Program</li> <li>• Parenting classes</li> <li>• Walker Senior Center</li> <li>• North Star Counseling Center</li> </ul>	<ul style="list-style-type: none"> <li>• Community Trainings</li> </ul>	<ul style="list-style-type: none"> <li>• Outreach in Walker Community</li> </ul>	<ul style="list-style-type: none"> <li>• Community Engagement</li> </ul>

### Prevention & Early Intervention

The Peapod Playgroup Program targets children from birth to five years old and their parents in six communities throughout Mono County. Every year, there are three to four Peapod sessions in each location; each session consists of 10 weekly playgroups in which parents and children gather together. The program is peer-run (peer-leaders go through a training program) and consists of structured activities for parents and children to participate in together. This provides time for children and their parents to socialize in rural, geographically remote communities where it is easy for families to feel alone. It also provides parents with a forum to ask developmental questions about their children, discuss problems they are having at home, and seek out services with licensed professionals. In Mammoth Lakes, there is also a Peapod Group for Spanish-speaking parents.

The expected outcomes/objectives of this program include: decreasing isolation by providing parents and children an opportunity to socialize, de-stigmatizing seeking behavioral health services, linking families to community services, encouraging school readiness skills, and

encouraging early literacy. This program is a community-led and -driven activity that was created in response to a specific community-identified need. It is a unique form of outreach that provides services within the community that help increase access to services, while providing prevention and early intervention services. Moreover, it helps improve families' engagement in their own communities and with their peers.

In response to the Community Planning Process, which identified family relationships and parenting as key mental health challenges in Mono County, MCBH decided to increase funding the Peapod Program and to add funding for parenting classes to the 2017-2020 Three-Year Plan. Although MCBH has allocated funding for the last two fiscal years (17-18 and 18-19), the department has not been able to partner effectively to fund the parenting classes. MCBH will continue seeking a partner to teach parenting classes in FY 2019-2020.

The third activity funded through the Prevention category is a portion of a position at the Walker Senior Center. Located in remote Walker, CA, the Senior Center is the fixture of a community that is 34 percent 60 years and older (2010 Census). This program is operated by Mono County Social Services and includes daily lunches for seniors, a welcoming area to spend time during the day, and structured activities ranging from games to informative learning sessions. The position funded through PEI has received training on Healthy IDEAS, a depression screening tool for seniors and is trained on how to refer individuals to MCBH for services. Through this partnership with the Walker Senior Center, MCBH has the goal of reducing isolation and building community supports, both of which have been identified as needs in the Community Program Planning Process. It recently came to the attention of the MHSA Coordinator that MCBH is not collecting the required PEI data from this program. This data collection will begin as soon as possible.

The largest program funded in the PEI category is the Mammoth North Star Counseling Center, which is a school-based counseling service that targets K-12 youth. Although families are served collaterally, North Star's target population is 100% youth. The purpose of the North Star counseling center is to provide quality, culturally relevant, low-cost counseling services to Mono County students and their families. This school-based counseling center focuses on prevention and early intervention strategies and treatments.

North Star's mission is to improve the lives of the clients we serve by providing tools and insights so clients can better recognize, confront and understand their challenges. All counseling services are confidential. North Star is focused on prevention and early identification of mental health issues for students in grades K-12. This program utilizes a framework of prevention and early intervention strategies that encourages the school and the community to implement programs and services that meet local needs.

Students are referred to the North Star program by teachers; students are then assessed by a therapist on the school campus. Some of the most critical issues that the therapist seeks to identify are early onset anxiety disorders, depression, and psychotic disorders. Youth who don't meet medical necessity for individual therapy are offered the opportunity to join peer support

groups. These groups, which are considered a prevention activity, use the evidence-based Strong Kids curriculum and are designed to build resilience and promote social emotional learning.

Thanks to this referral and screening process, MCBH believes that fewer students "fall through the cracks." Additionally, North Star has helped reduce mental health stigma in the community and provided a safe place where students and their families can seek needed services. North Star has also developed a strong and trusting relationship with Mammoth Unified School District and the Mono County Office of Education – therapists, teachers, and administrators often work collaboratively to refer students to the program and respond to crises.

In FY 2018-2019, this program served students ranging in age from five to eighteen. Presently, individual progress is tracked with the GAD-7 anxiety scale and the PHQ-9 depression scale. In FY 2018-2019, MCBH began using the Strong Kids curriculum for all its school groups; this program includes a validated pre- and post-test.

### Outreach for Increasing Recognition of Early Signs of Mental Illness

In FY 2018-2019, MCBH sponsored 12 trainings as part of its Community Trainings program.

In FY 2019-2020, MCBH is focusing its efforts in this category around trainings for teachers and school staff on identifying early signs of mental illness, understanding Adverse Childhood Events scores, and preventing suicide. Trainings will take place at Eastern Sierra Unified School District middle and high schools (Lee Vining and Walker/Coleville). Additionally, MCBH is planning to contract with a local professional to become trained in Mental Health First Aid and then to sponsor several community trainings; however, this effort will be funded under Workforce Education and Training.

Finally, staff at MCBH have been working closely with the Toiyabe Indian Health Project, including participating in the 2018 suicide prevention Walk for Life.

### Access and Linkage to Treatment

In FY 2018-2019, MCBH hired a Walker-based case manager to focus on PEI activities in the northern part of Mono County. This staff member is a key part of MCBH's access and linkage program. Within the Walker/Coleville schools, she started a once-weekly after school cooking class program for high school students, participated in conflict resolution at recess, and offered in-class yoga. Within the community more broadly, she conducts regular outreach to the isolated Mountain Warfare Training Center Marine Corps Base, attending social events and building relationships with service members and their families.

In FY 2019-2020, this staff member expanded her in-class yoga offerings and is now serving approximately 30 students per week. She is continuing her after school cooking program and hosts weekly Mommy and Me Yoga and Family Arts and Crafts groups at the Walker Wellness Center. She is offering the Strong Kids curriculum to students who need extra support and she is



working one-on-one in a play-based setting with youth who have been identified as needing extra support and a relationship with a caring adult.

In both FY 2018-2019 and FY 2019-2020, the Strong Kids curriculum was also offered to Lee Vining schools. Additionally, a therapist offers individual services in both Walker and Bridgeport once per week, as needed.

## Stigma and Discrimination Reduction

To reduce stigma and discrimination, MCBH engages in several activities through its Community Engagement Program, including English and Spanish Facebook pages, tabling at health fairs and other community events, and participating in other community events as requested. Social media outreach and tabling at events have both been on-going activities for several years.

In FY 2018-2019, MCBH also hosted a Spanish-speaking women's support group called Circulo de Mujeres (Circle of Women). This program focused directly on reducing stigma and the effects of discrimination among Spanish-speaking Latina women. In FY 2019-2020, this program is on hold due to lack of facilitator; however, MCBH hopes to revive it as soon as a new facilitator is identified.

MCBH had originally planned to conduct a community outreach campaign in FY 2018-2019; however, based on capacity challenges, this campaign has been delayed indefinitely.

In FY 2018-2019, MCBH also increased its collaboration with Cerro Coso Community College in Mammoth Lakes, including tabling between classes on Tuesday evenings several times per month and several class presentations. In FY 2019-2020, MCBH is partnering with a student ambassador passionate about behavioral health to plan and execute at least one event each semester to raise awareness on campus.

## PEI Achievements

In FY 2018-2019, the department created a PEI position based in Walker, CA, that provided a range of programming in ESUSD schools and effectively built relationships with service members and families at the local Marine Base. MCBH also offered the evidence-based Strong Kids Curriculum for school groups across all schools. Finally, as of FY 2019-2020, MCBH has planned trainings with school faculty and staff in its outlying areas on how to recognize the signs of suicide and onset of mental illness.

## Challenges or barriers and strategies to mitigate

MCBH's PEI programs still lack some evaluation components, which is evident in the confidential version of the PEI Evaluation Report submitted to the Mental Health Services Oversight and Accountability Commission in June 2019. MCBH has also identified a need for bilingual service providers to offer parenting classes, a women's support group, and serves at North Star



Counseling Center. MCBH also partnered with the Northern Mono Hospice to provide a Grief Support Group in FY 2018-2019, but attendance was inconsistent.

### List any significant changes in Annual Update, if applicable

The most significant change is related to MCBH's updated reversion plan. Based upon further fiscal analysis, MCBH has determined that it has expended funds that were reverted and reallocated to the County on existing programming and will therefore not be funding a "housing stability program." Instead, the department will be funding housing initiatives through CSS. MCBH also made the decision not to move forward with the previously mentioned community outreach campaign due to lack of existing capacity. Finally, MCBH was also not able to fund parenting classes in FY 2018-2019.

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## THREE YEAR PREVENTION & EARLY INTERVENTION EVALUATION REPORT (FY 2016/2017 - FY 2017/2018): AGGREGATED DATA

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### Background & Purpose

This Prevention and Early Intervention (PEI) report contains aggregated data from all Mono County Behavioral Health's (MCBH) PEI programs. A separate supplementary confidential report, which contains protected health information, was submitted to the Mental Health Services Oversight and Accountability Commission (MHSOAC) through its secure file transfer system on June 29, 2019. The California Code of Regulations (CCR), Title 9, Sections 3560.010, requires specific data to be collected by counties and reported annually. Examples of demographic information that must be collected and reported by the county annually includes: race, ethnicity, age, sexual orientation, and gender. These data allow the MHSOAC to ensure that all counties are meeting PEI requirements within their programs.

MCBH funds a variety of programs with its PEI funds, including the Peapod Playgroup Program, North Star Counseling Center (group and individual services), community trainings, school groups in outlying communities, a Spanish-language Facebook page, and a support group for Spanish-speaking women. MCBH has collected demographic and outcome data for some, but not all of these programs. In some cases, it is not possible to collect these data due to the nature of the program and in some cases the data collection was not completed due to lack of capacity.

### Program Descriptions

#### **Peapod Playgroup Program**

The Peapod Program targets children from birth to five years old and their parents in six communities throughout Mono County. Every year, there are 3-4 Peapod sessions in each location; each session consists of 10 weekly playgroups in which parents and children gather together. The program is peer-run (peer-leaders go through a training program) and consists of structured activities for parents and children to participate in together. This provides time for children and their parents to socialize in rural, geographically remote communities where it is easy for families to feel alone. It also provides parents with a forum to ask developmental questions about their children, discuss problems they are having at home, and seek out services with licensed professionals. Target population: Families isolated due to geographic remoteness and the responsibilities of raising small children.

#### **North Star Counseling Center Group Services**

Mammoth North Star Counseling Center is a school-based counseling service that targets K-12 youth. The purpose of the North Star counseling center is to provide quality, culturally relevant, low cost counseling services in both individual and group settings to Mono County students and

their families. This school-based counseling center focuses on prevention and early intervention strategies and treatments. In FY 2017-2018, North Star Counseling Center offered six groups on the following topics: Resilience, Social Skills, Healthy Belonging, and Communication. Target population: Students served by the Mammoth Unified School District and the Mono County Office of Education.

### **North Star Counseling Center Individual Services**

Mammoth North Star Counseling Center is a school-based counseling service that targets K-12 youth. The purpose of the North Star counseling center is to provide quality, culturally relevant, low cost counseling services in both individual and group settings to Mono County students and their families. This school-based counseling center focuses on prevention and early intervention strategies and treatments. Target population: Students served by the Mammoth Unified School District and the Mono County Office of Education.

### **Community Outreach & Trainings**

MCBH did not conduct a formal Outreach for Increasing Recognition of Early Signs of Mental Illness program in FY 16-17 or FY 17-18; however, MCBH constantly does mental health outreach and engages in community partnership building. Settings for this outreach include: Mammoth Unified School District, Eastern Sierra Unified School District, Mono County Office of Education, Mammoth Hospital, Sierra Park Clinic, Mono County First Responders, Mono County agencies, Mono County Sheriff, Mammoth Lakes Police Department, Rotary, and other community organizations. The types of potential responders include: teachers, school administrators, other school staff, doctors, nurses, other medical professionals, first responders (fire, EMT, law enforcement), County staff, and general community members and leaders. The estimated number of potential responders is 200. Due to the informal nature of this outreach, MCBH does not have demographic information to report.

One of the key trainings that MCBH helped facilitate in FY 17-18 was a Crisis Intervention Training (CIT). 54 people from 8 different agencies attended this training. Additionally, MCBH's director did a presentation on crisis and referrals for five emergency department staff at Mammoth Hospital. Target population: Providers and staff from partner agencies in Mono County.

### **Eastern Sierra Unified School District Groups in Outlying Communities**

MCBH offers school groups in ESUSD (Eastern Sierra Unified School District) Schools. In FY 2016-17, the MCBH Director noticed that among ESUSD schools, high rates of students were reporting sad or hopeless days (as measured by the California Healthy Kids Survey). To address this issue, case managers started reaching out to the schools and establishing mental health-related groups based on the schools' identified needs. Students in need of individual or more intensive services are linked to treatment through these groups.

In FY 2017-2018, MCBH staff offered a "menu" of school groups to ESUSD schools. This menu included such options as conflict resolution, self-esteem, and resilience. During the course of the school year, MCBH staff facilitated one group at Lee Vining Elementary School that consisted of four sessions on conflict resolution and appropriate expression of emotions. Five fifth graders

participated in this group. Although groups were offered to Bridgeport and Walker/Coleville schools, these campuses did not identify students in need of group services. Unfortunately, demographic data were not collected for these groups; however, it is important to note that the groups offered in FY 2018-2019 do collect both demographic and outcomes data. Additionally, beginning in FY 18-19, MCBH hired a PEI employee to work in the Coleville/Walker communities and schools, so MCBH now has a more robust program in this area of the county. Target population: Students served by Eastern Sierra Unified School District.

### **Salud Mental Facebook Page**

Created on February 2, 2016, the Salud Mental Mono County Facebook page is designed to reduce stigma and discrimination among the local Latino/Hispanic community. All posts are in Spanish first. Additionally, it helps advertise events at MCBH, especially those for Spanish speakers, and it helps improve access to services. Target population: Spanish-speaking individuals in Mono County.

### **Circulo de Mujeres**

The women's support group, Circulo de Mujeres (Women's Circle), focuses directly on reducing stigma and the effects of discrimination. The goal of Circulo is to provide a safe space where Spanish-speaking Hispanic women can build friendships, support one another, and have fun. The group focuses on mindfulness and healing, creating a connection with Latina heritage, celebrating and discovering oneself, and learning tools and tips for everyday life. It was started at the very end of FY 16-17 and continued through FY 17-18. Target population: Spanish-speaking Hispanic women in Mammoth Lakes, CA.

### **Suicide Prevention Trainings for Teachers & Staff**

In FY 16-17, MCBH did not participate in a formal suicide prevention program. In FY 17-18, MCBH staff participated in Mammoth Unified School District's suicide prevention planning. Additionally, Director Robin Roberts did two presentations on suicide prevention: one to 32 Mammoth High School staff and one to 20 Mammoth Middle School staff. The demographic data available on these staff is reported below, along with outcomes data from each presentation. Target population: Teachers and staff at Mono County schools.

### **Aggregated Demographic Information: FY 2016-2017**

Per the PEI regulations, MCBH has combined the metrics and demographics for all of its PEI programs for 2016-2017 in the table below. MCBH has reported the demographics disaggregated by program in a confidential report submitted to the state. Please note that there are many pieces of missing data, so **these data should not be considered valid or complete.** During FY 16-17, systems were not in place to capture this data from all our programs. Since then, MCBH has been working diligently year over year to improve its data collection capabilities.

	Metrics/Demographics	Totals
<b>Overall</b>		
	Unduplicated individuals served	64
	Families Served	199
	Children served	281
	Number of individuals referred to MCBH	0
	Number of individuals who followed through	0
	Average time between referral and participation in treatment	0
	Average duration of untreated mental illness	0
<b>Age</b>		
	Children/Youth (0-15)	33
	Transition Age Youth (16-25)	28
	Adult (26-40)	6
	Adult (41-59)	2
	Older Adult (60+)	2
	Prefer not to answer	0
<b>Race</b>		
	American Indian or Alaska Native	0
	Asian	0
	Black or African American	0
	Native Hawaiian or other Pacific Islander	2
	White	24
	Other	45
	More than one race	0
	Prefer not to answer	0
<b>Ethnicity</b>		
	Hispanic/Latino	14
	Caribbean	0
	Central American	0
	Mexican/Mexican--American/Chicano	31
	Puerto Rican	0
	South American	0
	African	0
	Asian Indian/South Asian	2
	Cambodian	0
	Chinese	0
	Eastern European	0
	European	14
	Filipino	0
	Japanese	0
	Korean	0
	Middle Eastern	0
	Vietnamese	0

	Other	0
	More than one ethnicity	0
	Prefer not to answer	0
<b>Primary Language</b>		
	English	38
	Spanish	33
	Other	0
	Prefer not to answer	0
<b>Sexual Orientation</b>		
	Gay or Lesbian	4
	Heterosexual or Straight	67
	Bisexual	0
	Questioning or unsure of sexual orientation	0
	Queer	0
	Another sexual orientation	0
	Prefer not to answer	0
<b>Disability</b>		
	No	60
	Difficulty Seeing	0
	Difficulty hearing, or having speech understood	0
	Other communication disability	0
	Learning disability	7
	Developmental disability	4
	Dementia	0
	Other mental disability not related to mental health	0
	Physical/Mobility disability	0
	Chronic Health Condition/chronic pain	0
	Other	0
	Prefer not to answer	0
<b>Veteran Status</b>		
	Never served in the military	71
	Currently active duty	0
	Currently reserve duty or National Guard	0
	Previously served in the US military and received an honorable or general discharge	0
	Previously served in the US military and received entry-level separation or other than honorable discharge	0
	Served in another country's military	0
	Other	0
	Prefer not to answer	0
<b>Gender Identity</b>		
	Male	37
	Female	34

Transgender male	0
Transgender female	0
Genderqueer/gender non-conforming	0
Questioning/unsure of gender identity	0
Another gender identity	0
Prefer not to answer	0
<b>Sex assigned at birth</b>	
Male	37
Female	34
Other	0
Prefer not to answer	0

### Aggregated Demographic Information: FY 2017-2018

Metrics/Demographics	Totals
<b>Overall</b>	
Unduplicated individuals served	444
Families Served	206
Children served	315
Number of individuals referred to MCBH	4
Number of individuals who followed through	4
Average time between referral and participation in treatment	0
Average duration of untreated mental illness	0
<b>Age</b>	
Children/Youth (0-15)	107
Transition Age Youth (16-25)	52
Adult (26-59)	62
Older Adult (60+)	7
Prefer not to answer	3
<b>Race</b>	
American Indian or Alaska Native	0
Asian	8
Black or African American	2
Native Hawaiian or other Pacific Islander	2
White	87
Other	96
More than one race	7
Prefer not to answer	5
<b>Ethnicity</b>	
Hispanic/Latino	40
Caribbean	0
Central American	0

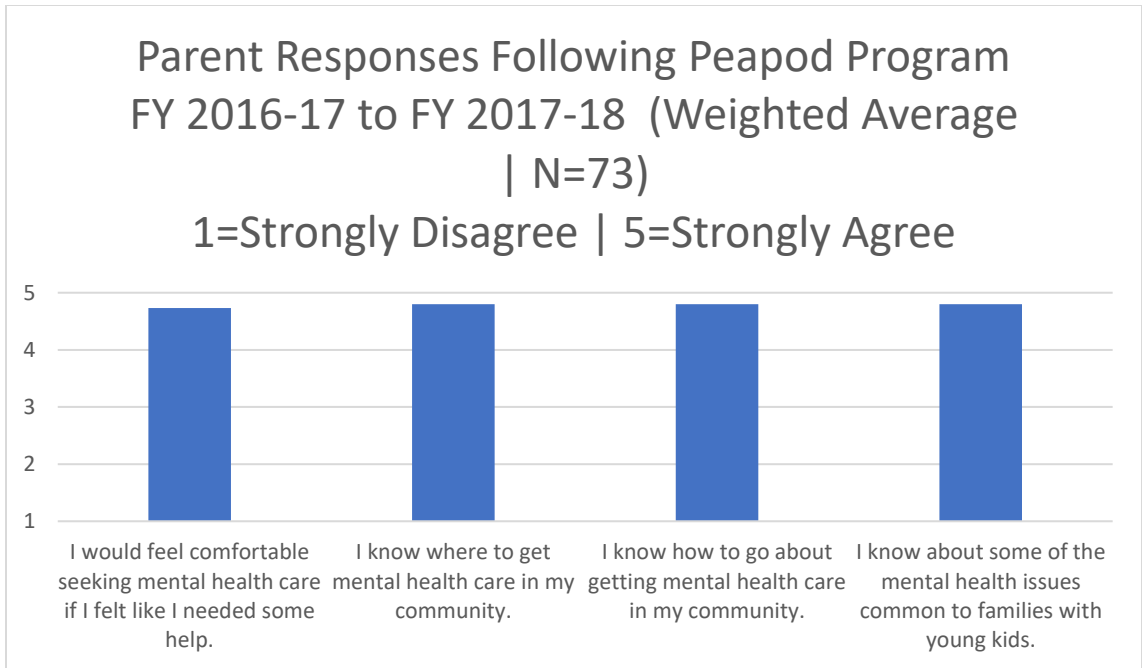
	Mexican/Mexican--American/Chicano	58
	Puerto Rican	0
	South American	0
	African	0
	Asian Indian/South Asian	3
	Cambodian	0
	Chinese	2
	Eastern European	2
	European	85
	Filipino	1
	Japanese	0
	Korean	0
	Middle Eastern	0
	Vietnamese	1
	Other	5
	More than one ethnicity	4
	Prefer not to answer	7
<b>Primary Language</b>		
	English	123
	Spanish	69
	Other	18
	Prefer not to answer	2
<b>Sexual Orientation</b>		
	Gay or Lesbian	8
	Heterosexual or Straight	182
	Bisexual	0
	Questioning or unsure of sexual orientation	0
	Queer	0
	Another sexual orientation	2
	Prefer not to answer	4
<b>Disability</b>		
	No	146
	Difficulty Seeing	0
	Difficulty hearing, or having speech understood	0
	Other communication disability	0
	Learning disability	10
	Developmental disability	2
	Dementia	0
	Other mental disability not related to mental health	4
	Physical/Mobility disability	0
	Chronic Health Condition/chronic pain	0
	Other	0
	Prefer not to answer	7



Veteran Status	
Never served in the military	168
Currently active duty	0
Currently reserve duty or National Guard	0
Previously served in the US military and received an honorable or general discharge	0
Previously served in the US military and received entry-level separation or other than honorable discharge	0
Served in another country's military	0
Other	2
Prefer not to answer	1
Gender Identity	
Male	93
Female	112
Transgender male	0
Transgender female	0
Genderqueer/gender non-conforming	0
Questioning/unsure of gender identity	0
Another gender identity	0
Prefer not to answer	4
Sex assigned at birth	
Male	73
Female	95
Other	0
Prefer not to answer	3

## Program Outcomes

Program Outcomes are publicly available for the Peapod program and listed below, while other programs are so small that we are not able to report on their outcomes. It is MCBH's intention to move toward a model in which all PEI programs always measure at the following two items as a point-in-time measure at the end of a program: "I would feel comfortable seeking mental health care if I felt like I needed some help" and "I know how to go about getting mental health care in my community." Measuring these two items across all PEI programs will give the Department a universal set of PEI outcomes to report in its public evaluations.



MCBH can also report on the following process outcomes for its PEI programs:

Number of groups, classes, events in FY 2016-2017: 158

Number of groups, classes, events in FY 2017-2018: 179

#### Salud Mental Facebook Page

FY 2016-2017: 37 followers

Posts	25
Likes	30
Shares	9
Comments	8

FY 2017-2018: 51 followers

Posts	31
Likes	27
Shares	34
Comments	0

MCBH recognizes that it still has significant room for improvement in the development and collection of meaningful outcomes and demographic data across its PEI programs. MCBH plans to eventually use the data collection tools developed through a partnership between the County Behavioral Health Directors Association MHSA Committee and Center for Integrated Behavioral Health Solutions for the Measurements, Outcomes, and Quality Assurance (MOQA 3) project.

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## INNOVATION

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### Eastern Sierra Strengths Based Learning Collaborative

In September 2017, the Mental Health Service Oversight and Accountability Commission (MHSOAC) approved MCBH's Innovation project, entitled Eastern Sierra Strengths-Based Learning Collaborative. Through stakeholder focus groups and staff discussions, MCBH identified a need for project extension both in terms of time and funding. This extension request was approved by both the Mono County Board of Supervisors and the Mental Health Services Oversight and Accountability Commission (3/28/19). For the full extension, please see the MHSA 2018-2019 Annual Update. The new project end date is January 30, 2020.

For this Innovation plan, Mono County has developed a regional collaborative called the Eastern Sierra Strengths Based Learning Collaborative with the neighboring Counties of Inyo and Alpine. The Collaborative focuses on training County staff and partners on the Strengths Model, developed by the University of Kansas School of Social Welfare. Nine sessions are being facilitated by an expert trainer/coach from the California Institute for Behavioral Health Solutions (CIBHS) over a period of 18 months to assist in skill development for staff in order to provide improved services to clients, prevent staff burn out, and integrate this best practice in the three counties.

The project has been successful thus far and has contributed to increased collaboration between the three county departments, including sharing of information about processes, programs, and practices. Staff have found traveling to the other counties for trainings to be interesting and enjoyable, and most importantly, staff report that the Strengths Model is having a positive impact on their work with clients. Staff in Mono County have implemented the weekly Strengths Model Group Supervision, in which staff members brainstorm ideas to help clients gain movement around their goals. Additionally, many staff are using Strengths Assessments and Personal Recovery Plans (two of the key tools in the Strengths Model) on a weekly basis.

Despite these early successes, MCBH staff (the project stakeholders) and the project consultants have identified areas where implementation could be bolstered by additional support. Diving into the project has also challenged MCBH staff and project consultants to consider several additional learning questions. Within several months of launching this Innovation project, MCBH realized that supervising the local implementation of this project was an unrealistic workload for one supervisor. A solution for this problem – ultimately identifying several “Strengths Model Champions” among other staff – took time to develop and refine, placing MCBH a bit behind the implementation curve. As it relates to capacity, our staff members “wear many hats”: all staff participate in almost all of what is offered by our mental health side of the department. This can mean that trainings can be disruptive to other aspects of our daily works schedules; making our learning process a little slower than you might see in a larger, more specialized department.

MCBH also encountered a second critical hurdle related to involving its community partners. Although MCBH worked with community partners in preparing for this Innovation Project, the department overestimated the ability and time for community partners to travel to and attend these trainings. Additionally, because the content builds from session to session, if partners miss one session, it can be challenging to be “up to speed” and feel like part of the “learning collaborative cohort.” These challenges are also discussed in MCBH’s Annual Innovation Plan Update.

In order to implement this Innovation Project as originally planned, MCBH would like to request a time extension of four months (originally the project ended in October 2019, now would end January 2020) and approval to spend an additional \$84,935. This extension of time and funds would allow more one-on-one coaching with staff, additional training in Motivational Interviewing (MI) techniques, more in-person time in Mono County for facilitators to engage with and train community partners, and additional funds for more qualitative evaluation. The one-on-one coaching and additional MI training would help provide additional support to staff who are serving as the “project champions” and ensure that other staff have an opportunity to really hone their Strengths Model skills with the help of experts.

Adding more in-person time in Mono County for facilitators to engage with and train community partners will help alleviate the challenges around time and travel that have come up since implementation. It will also allow the facilitators to tailor the content specifically to the partners attending and break the Strengths Model down appropriately.

This extension to the project will help MCBH address such new learning questions as “How will community partners benefit from in-person, tailored training?” and “Will additional MI training and one-on-one coaching help build staff capacity in Mono County?”

## Technology Suite

This project, implemented in multiple counties across California, is bringing interactive technology tools into the public mental health system through a highly innovative set or “suite” of applications designed to educate users on the signs and symptoms of mental illness, improve early identification of emotional/behavioral destabilization, connect individuals seeking help in real time, and increase user access to mental health services when needed. Counties will pool their resources through the Joint Powers Authority, CalMHSA, to jointly manage and direct the use of selected technology products.

Innovation serves as the vehicle and technology serves as the driver, promoting cross-county collaboration, innovative and creative solutions to increasing access and promoting early detection of mental illness and signs of decompensation, stopping the progression of mental illness and preventing mental illness all together.

The MHSOAC first approved Mono County Behavioral Health to participate in the Technology Suite on February 22, 2018. Due to unforeseen circumstances, however, Mono County did not begin expending funds on this project until October 18, 2019. Mono County has been informed by MHSOAC staff members that October 18, 2019 will now serve as the new start date for this project. The original approved project timeline was 15 months. MCBH has requested an extension of seven months to create a total project timeline of 24 months. The new anticipated end date will be October 18, 2021. MCBH sent a letter to the MHSOAC informing them of this extension request on 10/24/19. See Appendix F for a copy of this letter and a screenshot of the email sent.

DRAFT

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## INNOVATION ANNUAL PROJECT REPORTS

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### Eastern Sierra Learning Collaborative Annual Project Report:

At the end of FY 2018-2019, MCBH staff had participated in several of the activities outlined in the project plan extension including a two-day Motivational Interviewing Training, implementation of Motivational Interviewing Supervision, and one-on-one coaching. MCBH also focused on gathering data, both qualitative and quantitative, to address its primary learning questions:

1. *MCBH's first goal is to learn or better understand how to facilitate cross-county and inter-agency collaboration. We want to learn exactly what steps need to take place for counties to come together and identify needs, identify solutions, and implement those solutions using shared resources. What additional steps need to be taken to include other county partners in such collaboratives?*
2. *MCBH's second goal is to learn or better understand what factors serve as facilitators or barriers to cross-county collaboration, specifically from a bureaucratic standpoint. This will allow MCBH to understand what systems or resources need to be in place for such a Collaborative to be successful.*
3. *MCBH's third goal is to learn or better understand the benefits of such a collaboration in remote, rural environments. What is the value of "cross-pollinating" staff within these three small departments and the community partners? Will staff be better equipped to leverage resources and make referrals to services across county lines (especially related to local agencies that already have a cross-county presence like IMACA and Wild Iris)? What other unforeseen benefits might this collaboration have?*
4. *MCBH's fourth goal is to learn how community partners will benefit from in-person tailored training.*
5. *MCBH's fifth goal is to learn how Motivational Interviewing training and one-on-one coaching will help build staff capacity in Mono County.*

MCBH will primarily use a process evaluation to track the implementation of the Eastern Sierra Strengths Based Learning Collaborative. The progress made thus far is outlined below:

#### Progress in FY 2017-2018 through 2018-2019:

- Identify Individual County Needs
- Directors Meet & Discuss Common Needs & Goals
- Research Potential Solutions
- Directors Agree on Solution & Create Timeline

- Directors Discuss Funding
- Directors Discuss Solution with Leadership & Staff (build buy-in/political will) *Ongoing*
- Develop Strategies to Overcome Barriers *Ongoing*
- Refine/Adjust Timeline *Ongoing*
- Write Any Necessary Plans/Applications
- Public Comment/BOS/MHSOAC Approval (if needed)
- Contract Signed
- Schedule Sessions
- Plan Travel
- Account for Client Scheduling *Ongoing*
- Pay All Expenses *Ongoing*
- Conduct Learning Sessions
- Conduct Additional Training/Support In-Person as Needed *Goal: January 31, 2019-December 30, 2019*
- Conduct Evaluation *Goal: December 1, 2019-January 30, 2020*
- Disseminate Results *Goal: Complete by January 30, 2020*

MCBH looks forward to producing the deliverables outlined in the full Innovation plan upon the plan's completion on January 30, 2020.

#### Technology Suite Annual Project Report:

Although MCBH began participating in the planning components of the Technology Suite in spring 2018, MCBH did not begin expending funds until October 2019. This marked the new start date for the project. For activities completed in FY 2017-2018, please see MCBH's MHSOAC 2018-2019 Annual Update. MCBH participated in very few Technology Suite activities during FY 2018-2019 due to lack of staff capacity and a reorganization of the project management. In FY 2019-2020, MCBH is awaiting further development on the part of the large counties involved in the project before putting its full staff power into the project.

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## WORKFORCE EDUCATION AND TRAINING

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The Workforce Education and Training (WET) program includes five different funding categories, including Training and Technical Assistance (TA), Mental Health Career Pathway Programs, Residency and Internship Programs, Financial Incentive Programs, Workforce Staffing Support. MCBH does not presently have a full time WET Coordinator. Instead this position is filled by the MHSA Coordinator, Amanda Greenberg, MPH. See WET Table 1 below for a summary of these programs, which promote community collaboration, cultural competence, and wellness and recovery.

**WET Table 1. WET Service Categories & Programs/Services**

Service Category	Training & TA	Residencies & Internships	Financial Incentives
Programs and Services	<ul style="list-style-type: none"> <li>• Trainings &amp; Conferences</li> </ul>	<ul style="list-style-type: none"> <li>• Staff Supervision</li> </ul>	<ul style="list-style-type: none"> <li>• Loan Assumption Program</li> </ul>

### Training and Technical Assistance (TA):

MCBH continues to coordinate and fund training, TA, and other related activities for staff members under its Trainings and Conferences Program within the Training and TA funding category. Staff are encouraged to identify their individual and collective training needs and seek out ongoing education both locally and regionally. Department leadership also identifies training needs and opportunities that align with MCBH’s vision and mission. In FY 2018-2019, staff completed a historical trauma training facilitated by the Toiyabe Indian Health Project, along with trainings on the Circles of Multi-Cultural Self and other similar topics. Several staff members attended the annual Central Valley Latino Conference and the Gathering of Native Americans Facilitator Training.

In FY 2018-2019, MCBH staff also attended several local trainings, such as a trauma-informed care training, a compassion fatigue training, and a protective factors training. Most importantly, MCBH and its Cultural Outreach Committee have identified the need for a series of in-depth cultural competence trainings that encourage staff from both MCBH and from other partnering agencies to confront their implicit biases and explore topics such as community wellness, white fragility, and cultural competence. The first people in the Cultural Competence Speaker Series were Amanda Machado and Jose Gonzalez. Jose is the founder of Latino Outdoors and is known for his projects around DEI (diversity, equity, and inclusion). Jose has been doing presentations and workshops for different communities across the US. We were honored that Jose Gonzalez



came to Mono County to do a mini workshop to get the conversation started on how we all can be part of the DEI movement in our departments and in our community.

In FY 2019-2020, MCBH plans to bring at least two more subject matter experts to Mono County to offer additional cultural competence trainings and engage staff in true learning. Additionally, in FY 2019-2020, MCBH is contracting a local professional to attend a January train the trainer event for Mental Health First Aid. This individual will then offer up to four Mental Health First Aid Trainings in Mono County over the next 12 months. In early FY 2019-2020, several staff joined Inyo County in participating in a FOCUS training for family therapy. MCBH is funding the ongoing consultation calls for this training. MCBH will also fund training for the mobile crisis response team, as well as internal team building trainings. In order to organize these trainings, MCBH may contract with a local professional.

### Mental Health Career Pathway Programs:

MCBH employs several staff members who grew up in Mammoth Lakes, received training in the health and human services field, and then returned to seek employment with MCBH. Although the department does not currently have any formal career pathway programs in place, MCBH participates in the Senior Symposium every year, which helps prepare students for life after high school, including job selection. The department also believes that through its outreach and stigma reduction work, it is making it more possible for individuals to pursue careers in mental health. Although unlikely to launch in FY 2019-2020, MCBH is beginning talks with Cerro Coso Community College to provide local scholarships for students pursuing mental health- or health and human services-related degrees.

### Residency and Internship Programs:

In FY 2018-2019, MCBH had one MFT intern; funds from this category were used to pay for time required of the Clinical Supervision and Director to supervise post-graduate interns.

### Financial Incentives Programs:

In this program, MCBH pays back up to \$10,000 per year on the principle of student loans related to behavioral health education. MCBH believes that this program has helped retain clinical staff, which is a significant concern in remote Mono County. The department will be continuing this program from 2017-2020 as funds allow. In FY 2018-2019, it came to the attention of department leadership that one individual who was eligible for loan repayment had not registered for the program. As a result, MCBH paid for three years of loan repayment on June 30, 2019. In total, three staff members took advantage of this program in FY 2018-2019. It is anticipated that these three staff members will continue to participate in this program in FY 2019-2020.

### Challenges or barriers, and strategies to mitigate | Identify shortages in personnel

Trying to develop a behavioral health specialty within a small, rural county is very difficult due to the small scale of specialist concerns. As a result, most providers at MCBH are more “generalists.” Furthermore, to attend off-site trainings in larger cities such as Sacramento, Los Angeles, or San Francisco often requires at least a half day of travel and a stay overnight. MCBH does not currently have a Workforce Staffing Support program; however, it is the department’s hope that the proposed Innovation Plan (Eastern Sierra Learning Collaborative) will help Mono, Inyo, and Alpine Counties develop a Regional Partnership.

Finally, as noted previously in this plan, MCBH has several open positions. When MCBH is able to fill these positions, it will have greater capacity to serve the mental health needs of Mono County residents.

### List any significant changes in Three-Year Plan, if applicable

In FY 2019-2020, MCBH will be investing most heavily in its Training and Technical Assistance Program and its Financial Incentive Programs for employee education. The budget included below and in the Updated Reversion Expenditure Plan included as a supplement to this Annual Update reflect these changes. Additional added expense is for the Mental Health First Aid Trainings, trainings for the remote mobile crisis response team, and team building trainings. Additionally, in FY 2018-2019, MCBH discovered that it was not including a key member of its team in the Financial Incentive Program. To alleviate this inequity, the Department contributed \$30,000 toward this loan to account for the three missed years during which the staff member was eligible for the program.

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## CAPITAL FACILITIES/TECHNOLOGICAL NEEDS

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As part of the MHSAs Housing Program outlined in the CSS portion of this report, MCBH is planning to a permanent supportive housing project which will provide on-site services through Capital Facilities. For this project, MCBH is planning to partner with Integrity Housing, an affordable housing developer based in Irvine, CA. Additionally, MCBH is preparing to apply for a noncompetitive allocation of \$500,000 from the No Place Like Home (NPLH) program to help fund this housing facility. MCBH has also received technical assistance funds in the amount of \$75,000, with which it is paying for a permanent supportive housing consultant and outside counsel specializing in affordable housing.

MCBH used Technological Needs (TN) funds to purchase and implement a visual electronic health record called ECHO beginning in FY 14-15. Some key benefits and achievements related to ECHO include unified progress notes and treatment planning, the ability to upload pictures of clients into the system, unified scheduling, and ability to upload and stay on track with State reporting required for Mental Health. MCBH is considering an upgrade to ECHO's newest product, ECHOVantage.

### Challenges or barriers, and strategies to mitigate

The current challenge to developing housing for individuals with mental illness is a lack of one-to two-acre vacant parcels that fall within the project's budget. A secondary challenge is that when sites are identified, some are not appropriately zoned to allow for the necessary project density. Integrity Housing is presently working with a local realtor to identify sites both on and off the market. The affordable housing developer is also building relationships with the Town of Mammoth Lakes to identify areas of collaboration around both vacant land and any zoning changes or variances that might be needed.

### List any significant changes in Three-Year Plan, if applicable

Based on the vast identified community need for workforce and affordable housing, MCBH has allocated resources from Capital Facilities for administrative space in a Permanent Supportive Housing project in FY 2019-2020. At a minimum, MCBH plans to expend the funds up for reversion under AB 114, as reported in its reversion plan.

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## UPDATED AB 114 REVERSION EXPENDITURE PLAN (UPDATED NOVEMBER 2019)

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County Mental Health Plans (Counties) receive state-based funding for mental health services as a result of California Proposition 63 (now known as the Mental Health Services Act or MHSA), which was passed in November of 2004. MHSA provides increased funding to support California's county mental health programs. The MHSA imposes a one percent income tax on personal income in excess of \$1 million to address a broad continuum of community services, supports, prevention, early intervention and services needs and the necessary infrastructure, technology and training elements that will effectively support this system, with the purpose of promoting recovery for individuals with serious mental illness. Counties develop or enhance mental health programs in accordance with State requirements, by engaging in an annual Community Program Planning Process that includes significant stakeholder input and involvement.

This Plan Update focuses on AB 114, which became effective July 10, 2017. This assembly bill stated that unspent MHSA funds up for reversion are now reallocated back to the county of origin for the purpose which they were originally allocated. For example, Prevention and Early Intervention (PEI) funds up for reversion were reallocated to the county for PEI purposes only.

Every county must develop a plan to spend its reallocated funds and post it to the county's website. The county must submit a link to the plan to DHCS (Department of Health Care Services) by July 1, 2018. Each county's Board of Supervisors (BOS) must adopt a final plan within 90 days of the county posting the plan to the county's website. Each county must submit its final plan to DHCS and the MHSOAC (Mental Health Services Oversight and Accountability Commission) within 30 days of adoption by the county's BOS. All reverted funds must be expended no later than June 30, 2020. These funds are unlike regular MHSA revenue. They will not renew every year and once they have been spent, the state is not providing additional funding to replace it. The reverted funds are, in a sense, one-time allocations.

Mono County Behavioral Health (MCBH) received two official notices from DHCS regarding funds up for reversion. First, MCBH was notified that \$74,710 in the Prevention and Early Intervention component and \$85,088 in the Innovations component were reverted back to the State and immediately reallocated to MCBH for use before June 30, 2020. MCBH submitted a plan entitled "Mono County Behavioral Health Mental Health Services Act FY 2017-2018 Update: Reversion Expenditure Plan" that met all the requirements outlined above. On June 22, 2018, MCBH received a second official notice of reversion from DHCS.

Upon further conversation with DHCS, officials provided further guidance on the requirements to create a reversion plan for the funds identified by the second notice. They confirmed that MCBH needed to create a "Reversion Expenditure Plan Update" (this plan) and go through the same public process as outlined above. MCBH opted to include the "Reversion Expenditure Plan Update" with its MHSA Annual Update. In the second official notice of reversion, MCBH was notified that \$320,652 in the Prevention and Early Intervention component, \$84,935 in the

Innovation component, \$66,709 in the Workforce Education and Training component, and \$306,021 in the Capital Facilities/Technological Needs component were reverted back to the State and immediately reallocated to MCBH for use before June 30, 2020. That updated reversion expenditure plan discusses how MCBH plans to use these funds before June 30, 2020.

In summer 2019, MCBH found an error on its FY 2016-2017 Annual Revenue and Expenditure Report and submitted an amendment to DHCS. This prompted a re-calculation of funds up for reversion. On July 30, 2019, DHCS informed MCBH that the amount of PEI funds up for reversion had dropped to \$91,309.71. Additionally, in preparation for this FY 2019-2020 Annual Update and Updated AB 114 Reversion Expenditure Plan, MCBH also sought out additional fiscal consulting. The narrative below outlines MCBH's plans to expend its AB 114 funding, as posted in its previous expenditure plans (see links below) and outlines where MCBH has made changes to these plans based on the stakeholder process and expert fiscal consulting. Each of the proposed programs below has been developed through the Community Program Planning Process outlined in MCBH's MHSa FY 2019-2020 Annual Update.

Previous AB 114 Reversion Expenditure Plans:

- [https://www.monocounty.ca.gov/sites/default/files/fileattachments/behavioral\\_health/page/10057/mono\\_mhsa\\_fy\\_17-18\\_reversion\\_plan.pdf](https://www.monocounty.ca.gov/sites/default/files/fileattachments/behavioral_health/page/10057/mono_mhsa_fy_17-18_reversion_plan.pdf)
- [https://monocounty.ca.gov/sites/default/files/fileattachments/behavioral\\_health/page/10057/mono\\_mhsa\\_fy\\_17-18\\_updated\\_reversion\\_plan\\_final.pdf](https://monocounty.ca.gov/sites/default/files/fileattachments/behavioral_health/page/10057/mono_mhsa_fy_17-18_updated_reversion_plan_final.pdf)

## Spending Plan by Component

### Prevention and Early Intervention (PEI)

Based upon findings in the Spring 2017 Community Program Planning (CPP) Process and in-depth conversations with staff around their current capacity, MCBH created a 0.6 FTE benefitted position in Walker/Coleville, CA, focused on Prevention and Early Intervention. As described in the Access and Linkage to Treatment section of the FY 2019-2020 Annual Update above, this individual has designed and implemented PEI activities in Eastern Sierra Unified School District schools with all ages of children and youth and has conducted outreach and engagement activities with the Antelope Valley Indian Community and the Marine Corps Mountain Warfare Training Center.

Walker and Coleville sit 1.5 hours north of MCBH's main office in Mammoth Lakes. Presently, MCBH employs a part-time Walker Wellness Center Associate who works approximately 10 hours per week. One day per week, an MCBH therapist drives the three-hour round-trip to provide individual services and assist with telepsychiatry. Based on the needs identified in this community, including engagement with the schools, this is simply not enough staffing. MCBH has been thrilled to be able to utilize these PEI funds to provide much-needed services and outreach in one of our underserved, outlying areas.

MCBH had previously identified a Housing Stability Program for the remaining AB 114 PEI expenditures; in this Updated Reversion Expenditure plan, MCBH wishes to report that it will be

devoting funds for housing from CSS and Capital Facilities, and that the Department will be spending its AB 114 PEI funds on existing stakeholder-approved programs.

## Innovation

In February 2018, the Mental Health Services Oversight and Accountability Commission approved one Innovation project (the “Technology Suite”) that will utilize \$85,000 of the Department’s AB 114 INN funds. As described in the Innovation section above, this project has been extended until October 2021. Please see the link below to view this Innovation plan, which includes a description of the stakeholder involvement for this project:

- [https://www.monocounty.ca.gov/sites/default/files/fileattachments/behavioral\\_health/page/10057/mono\\_tech\\_suite\\_inn\\_plan\\_final.pdf](https://www.monocounty.ca.gov/sites/default/files/fileattachments/behavioral_health/page/10057/mono_tech_suite_inn_plan_final.pdf)

MCBH has encumbered the remaining AB 114 Innovation funds to fund an extension to its existing Innovation Plan, entitled “Eastern Sierra Learning Collaborative: A County-Driven Regional Partnership.” Please see the Innovation Plan Extension Request located in MCBH’s MHSA FY 2018-2019 Annual Update for further detail about MCBH’s plan and its budget.

- [https://www.monocounty.ca.gov/sites/default/files/fileattachments/behavioral\\_health/page/10057/mono\\_mhsa\\_fy\\_18-19\\_annual\\_update\\_final\\_approved.pdf](https://www.monocounty.ca.gov/sites/default/files/fileattachments/behavioral_health/page/10057/mono_mhsa_fy_18-19_annual_update_final_approved.pdf)

## Workforce Education and Training

Through work with staff, the MCBH Cultural Outreach Committee, and the Behavioral Health Advisory Board, MCBH has identified a number of trainings and activities in which it would like staff to participate. These include a community wellness training, a white fragility training, and a cultural competence training. MCBH anticipates offering these trainings to other departments as well. MCBH plans to bring subject matter experts to Mono County to offer these trainings and engage staff in true learning. Additionally, trainings will include staff-identified conferences and leadership/professional development opportunities, as well as team building trainings.

As outlined in its Three-Year Plan, MCBH offers a financial incentive program for staff members in which the department will pay up to \$10,000 per year toward the principal of loans for relevant higher education. This is offered as a retention strategy and is extremely valuable in this small county. MCBH offered/is offering this incentive to three staff members for FY 2018-2019 and FY 2019-2020. Finally, the AB 114 WET funds will be used to pay for other existing programming.

## Capital Facilities/Technological Needs

MCBH previously stated in the MHSA Three-Year Plan for 2017-2020 that it would be dedicating CF/TN funds for a housing project in Mammoth Lakes. The funds up for reversion in this category will be expended for a permanent supportive housing project where MCBH will provide on-site supportive services, as well as existing programming such as on-going maintenance, support, and licenses for ECHO, MCBH’s electronic health record. Please see the CF/TN section above for more information about this project.

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MHSA EXPENDITURE PLAN BY COMPONENT 2019-2020

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**Mono County MHSA Component Expenditure Worksheet 2019-2020**

	Component					
	CSS	PEI	INN	WET	CFTN	PR
FY19/20 Estimated Revenue	\$ 1,371,606	\$ 342,902	\$ 90,237			
FY19/20 Estimated Expenses	\$ 2,360,000	\$ 474,000	\$ 144,500	\$ 168,000	\$ 672,000	
FY19/20 PR Transfer	\$ 1,266,731					\$ (1,266,731)
FY19/20 CFTN and WET Transfers						
Total in Prudent Reserve (PR)						\$ 405,000



**Community Services and Supports (CSS) Component Worksheet 2019-20**

**County:**  Mono

	FSP	GSD	O&E	Total CSS
<b>CSS Programs</b>				
1 FSP	\$455,000			\$455,000
2 Expansion of case management/supportive services		\$105,000		\$105,000
3 Wellness Centers		\$100,000		\$100,000
4 Crisis intervention/stabilization	\$100,000	\$105,000		\$205,000
5 Supportive Housing Services	\$25,000			\$25,000
6 Community Outreach & Engagement			\$20,000	\$20,000
CSS Administration				\$245,000
CSS Community Program Planning				\$5,000
CSS MHA Housing Program	\$600,000	\$600,000		\$1,200,000
<b>Total CSS Expenditures</b>	<b>\$1,180,000</b>	<b>\$910,000</b>	<b>\$20,000</b>	<b>\$2,360,000</b>



Prevention and Early Intervention (PEI) Component Worksheet 2019-20

County:  Mono

	PEI	OIR	ALT	SDR	Total PEI
<b>PEI Programs</b>					
1 Peapod Playgroups	\$40,000				\$40,000
2 Parenting Classes	\$12,000				\$12,000
3 Walker Senior Center	\$50,000				\$50,000
4 North Star Counseling Center	\$145,000				\$145,000
5 Community Trainings		\$20,000			\$20,000
6 Outreach in Walker Community			\$55,000		\$55,000
7 Community Engagement				\$35,000	\$35,000
PEI Administration					\$112,000
PEI Community Program Planning					\$5,000
<b>Total PEI Expenditures</b>	<b>\$247,000</b>	<b>\$20,000</b>	<b>\$55,000</b>	<b>\$35,000</b>	<b>\$474,000</b>

**Innovation (INN) Component Worksheet 2019-20**

**County:**  Mono

	<b>Total INN</b>
<b>INN Programs</b>	
1 Technology Suite	\$74,500
2 Eastern Sierra Strengths Based Learning Collaborative	\$70,000
3	
4	
5	
6	
7	
INN Administration	
INN Community Program Planning	
<b>Total INN Expenditures</b>	<b>\$144,500</b>

DRAFT

**Capitla Facilities/Technological Needs (CFTN) Component Worksheet 2019-20**

**County:**  Mono

	<b>Total CF/TN</b>
<b>Capital Facility Projects</b>	
1 Permanent Supportive Housing	\$600,000
Capital Facility Administration	\$6,000
<b>Total Capital Facility Expenditures</b>	<b>\$606,000</b>
<b>Technological Needs Projects</b>	
2 Echo Electronic Health Record	\$60,000
Technological Needs Administration	\$6,000
<b>Total Technological Needs Expenditures</b>	<b>\$66,000</b>
<b>Total CFTN Expenditures</b>	<b>\$672,000</b>

DRAFT

## APPENDIX A: PENETRATION RATE DATA

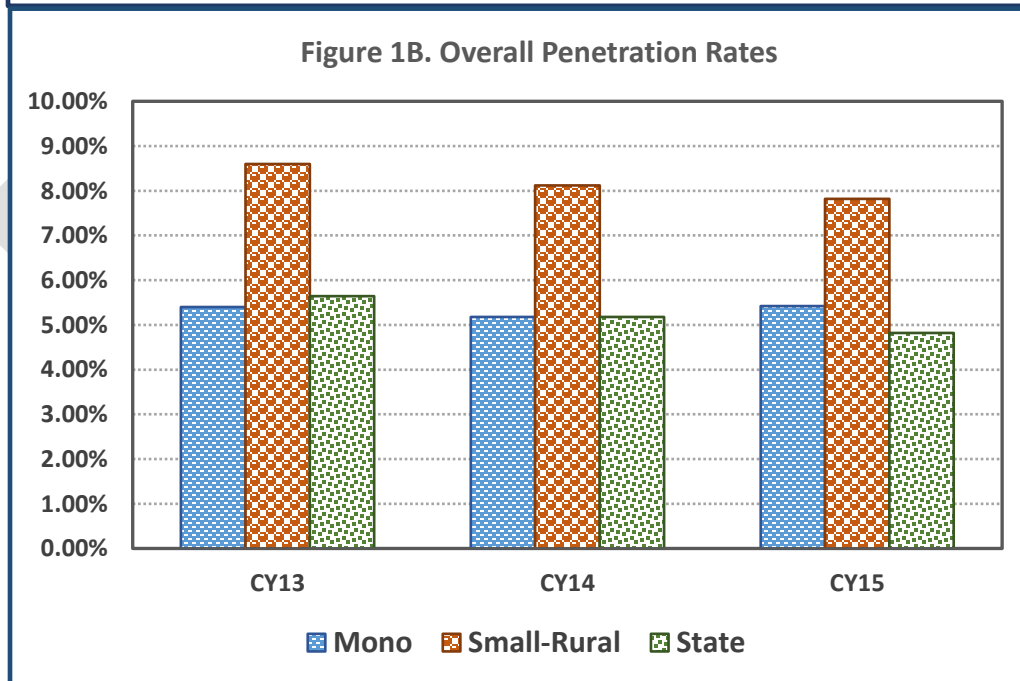
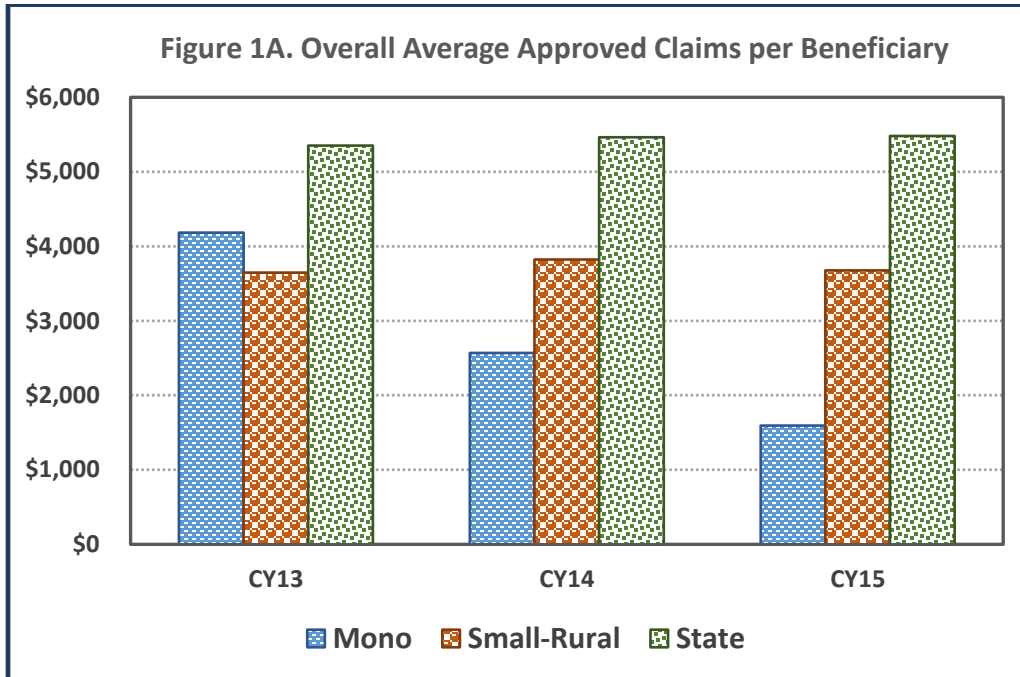


Figure 2A. FC Average Approved Claims per Beneficiary

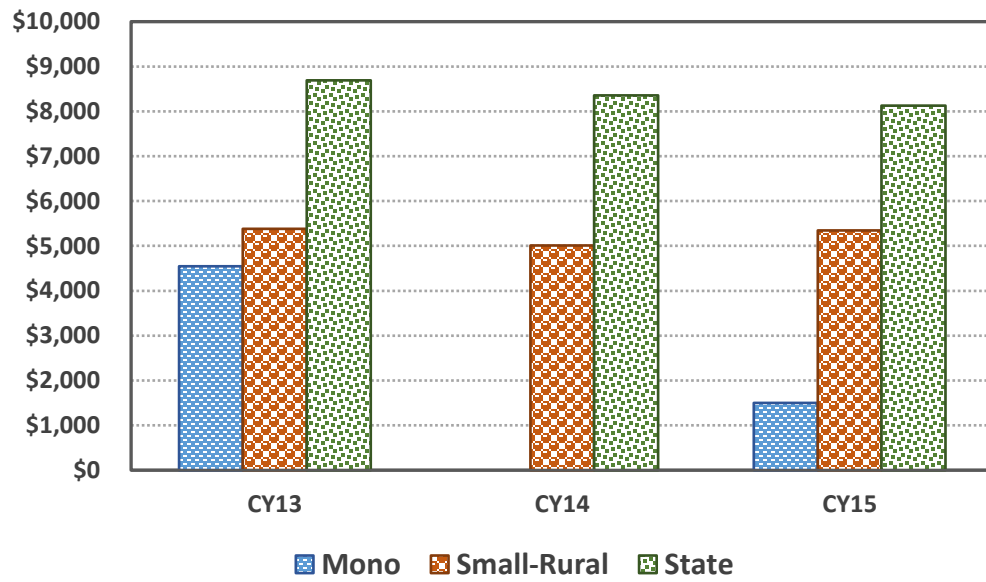


Figure 2B. FC Penetration Rates

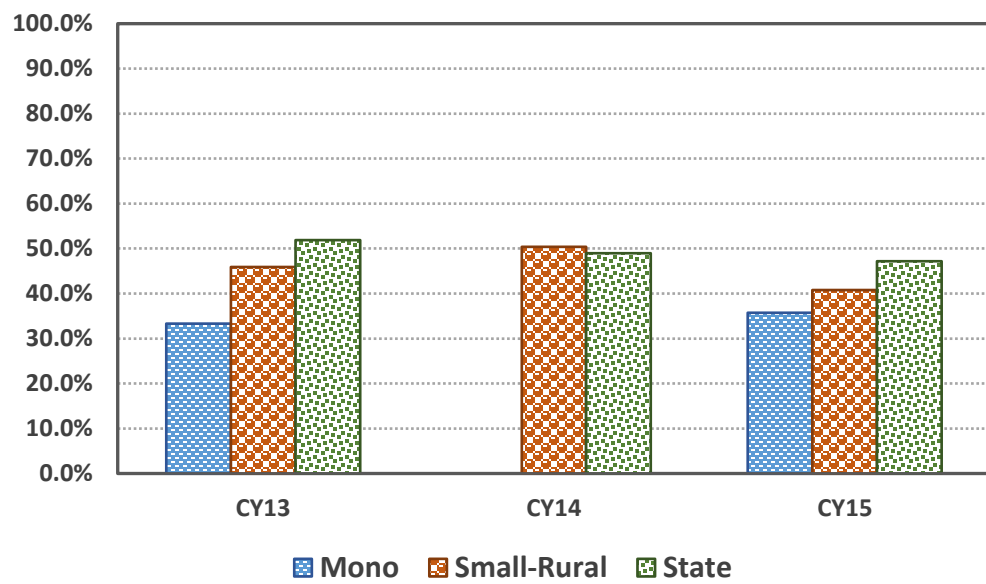


Figure 3A. Hispanic Average Approved Claims per Beneficiary

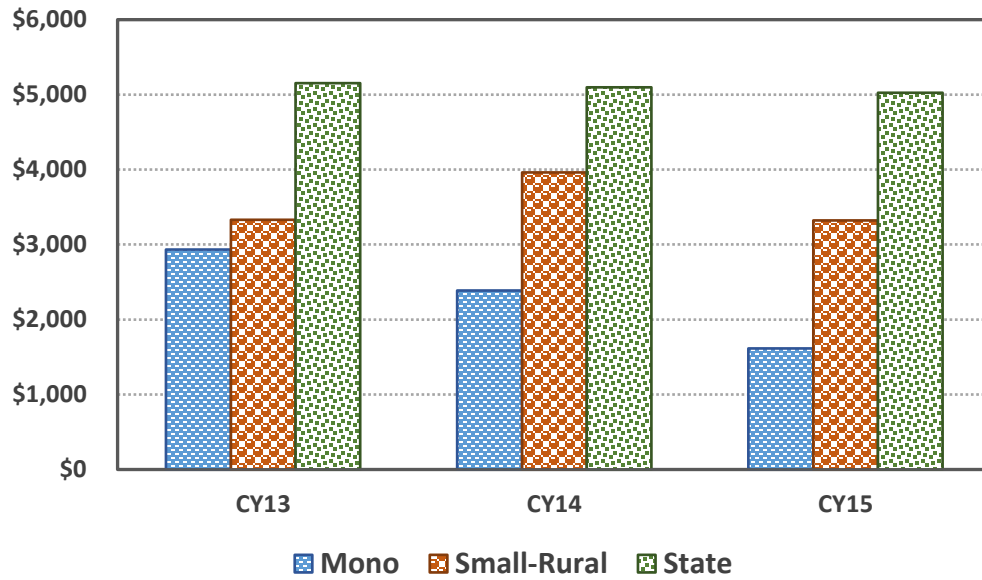
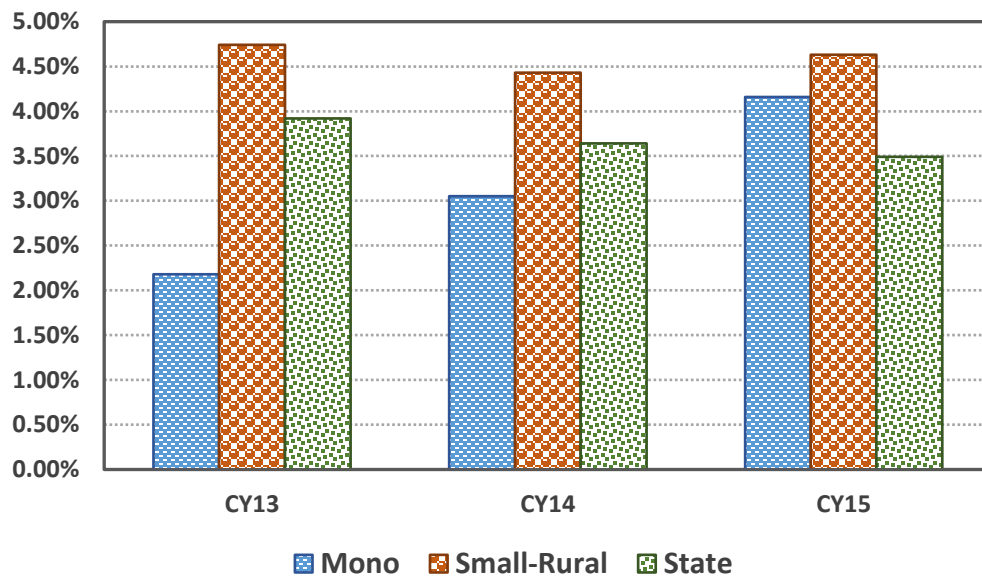


Figure 3B. Hispanic Penetration Rates



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## APPENDIX B: MHSA ISSUE RESOLUTION PROCESS

---

### Mono County is committed to:

- a. Addressing issues regarding MHSA in an expedient and appropriate manner;
- b. Providing several avenues to file an issue;
- c. Ensuring assistance is available, if needed, for the client/family member/provider/community member to file their issue; and
- d. Honoring the Issue Filer's desire for anonymity.

### Types of Issues to be resolved using this process:

- a. Appropriate use of MHSA funds; and/or
- b. Inconsistency between approved MHSA Plan and implementation; and/or
- c. Mono County Community Program Planning Process.

### Process:

An individual, or group of individuals, that is dissatisfied with any applicable MHSA activity or process may file an issue at any point within the system. These avenues may include, but are not limited to, the Mono County Behavioral Health Director, MHSA Coordinator, QA/QI Coordinator, Mental Health Providers, Mental Health Committees/Councils.

Issues will be forwarded to the QA/QI Coordinator, or specific designee of the Behavioral Health Director, either orally or in writing.

Upon receipt of the issue, the QA/QI Coordinator, or specific designee of the Behavioral Health Director, will determine if the issue is to be addressed through the MHSA Issue Resolution Process or if it is an issue of service to be addressed by the Mental Health Plan (MHP) Problem Resolution Process. If the issue is regarding service delivery to a client, the issue will be resolved through the MHP Problem Resolution Process.

If the issue is MHSA-related regarding the appropriate use of MHSA funding, inconsistency between the approved MHSA Plan and implementation, or Mono County Community Program Planning process, the issue will be addressed as follows:

- a. Issue Filer's concern(s) will be logged into an MHSA Issue Log to include the date of the report and description of the issue.
- b. The Issue Filer will receive an acknowledgement of receipt of the issue, by phone or in writing, within the MHP Problem Resolution timeframes.
- c. The QA/QI Coordinator, or specific designee of the Behavioral Health Director, shall notify the County's Mental Health Director and MHSA Program Manager of the issue received. The QA/QI Coordinator will investigate the issue while maintaining anonymity of the Issue Filer.
- d. The QA/QI Coordinator, or specific designee of the Behavioral Health Director, may convene an ad-hoc committee to review all aspects of the issue. This review process will follow the existing Problem Resolution timeframes.

- e. The QA/QI Coordinator, or specific designee of the Behavioral Health Director, will communicate with the Issue Filer while the issue is being investigated and resolved.
- f. Upon completion of the investigation, the QA/QI Coordinator, or specific designee of the Behavioral Health Director, shall issue a report to the Behavioral Health Director. The report shall include a description of the issue, brief explanation of the investigation, staff/ad-hoc committee recommendation(s) and the County resolution to the issue.
- g. The QA/QI Coordinator, or specific designee of the Behavioral Health Director, shall notify the Issue Filer of the resolution, by phone or in writing and enter the issue resolution and date of the resolution into the MHSA Issue Log.
- h. MHSA Issues and resolutions will be reported annually in the Quality Improvement Report.

If the Issue Filer does not agree with the local resolution, the Issue Filer may file an appeal with the following agencies: Mental Health Services Oversight and Accountability Commission (MHSOAC); California Mental Health Planning Council (CMHPC); or California Department of Health Care Services (DHCS).

DRAFT



## APPENDIX C: DATA TABLES FROM CALIFORNIA HEALTHY KIDS SURVEY

Mammoth Unified School District: Elementary

<i>Student Sample Characteristics</i>	
	Grade 5
<b><i>Student Sample Size</i></b>	
Target sample	91
Final number	51

<i>Key Indicators of School Climate and Student Well-Being</i>	
	Grade 5 %
<b>School Engagement and Supports</b>	
School connectedness <sup>†</sup>	51
Academic motivation <sup>†</sup>	68
Caring adult relationships <sup>†</sup>	49
High expectations <sup>†</sup>	57
Meaningful participation <sup>†</sup>	16
<b>School Safety</b>	
Feel safe at school <sup>‡</sup>	90
Been hit or pushed	63
Mean rumors spread about you	59
Been called bad names or mean jokes made about you	60
Saw a weapon at school <sup>§</sup>	22

**Frequency of Being Harassed on School Property**

	Grade 5 %
<b>Been hit or pushed</b>	
No, never	37
Yes, some of the time	41
Yes, most of the time	10
Yes, all of the time	12
<b>Mean rumors spread about you</b>	
No, never	41
Yes, some of the time	37
Yes, most of the time	10
Yes, all of the time	12
<b>Been called bad names or mean jokes made about you</b>	
No, never	40
Yes, some of the time	42
Yes, most of the time	4
Yes, all of the time	14

*Question ES A.50, 51, 53: Do other kids hit or push you at school when they are not just playing around?... Do other kids at school spread mean rumors or lies about you?... Do other kids at school call you bad names or make mean jokes about you?*

*Notes: Cells are empty if there are less than 10 respondents.*

- Mammoth Unified School District: [Middle and High](#)

**Student Sample for Core Module**

	Grade 7	Grade 9	Grade 11
<b>Student Sample Size</b>			
Target sample	95	91	104
Final number	94	84	81

**Seriously Considered Attempting Suicide, Past 12 Months**

	Grade 7 %	Grade 9 %	Grade 11 %
No	na	80	83
Yes	na	20	17

*Question HS A.125: During the past 12 months, did you ever seriously consider attempting suicide?*

*Notes: Cells are empty if there are less than 10 respondents.*

*na—Not asked of middle school students.*

***Key Indicators of School Climate and Student Well-Being***

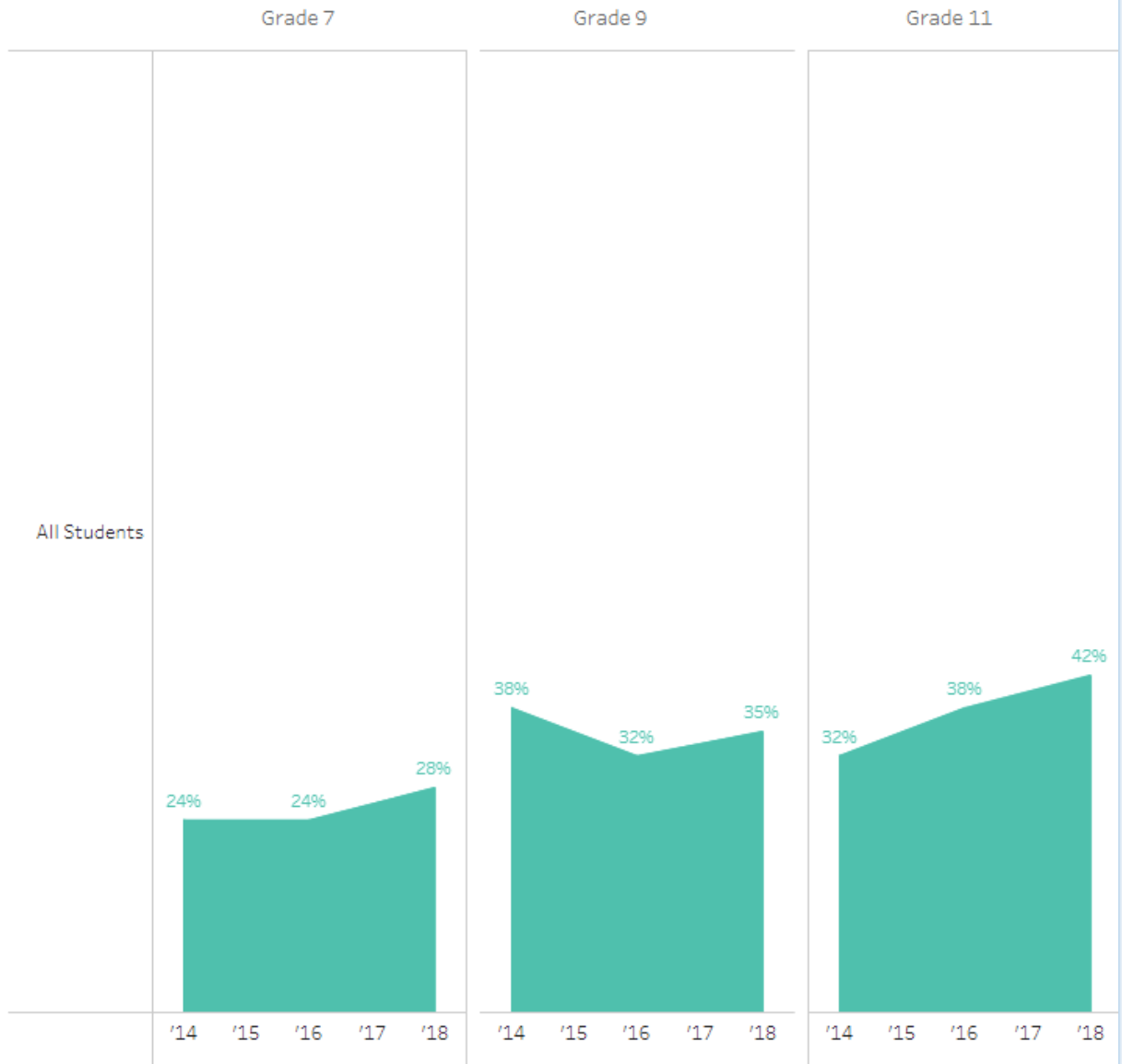
	Grade 7 %	Grade 9 %	Grade 11 %
<b>School Engagement and Supports</b>			
School connectedness <sup>†</sup>	42	21	10
Academic motivation <sup>†</sup>	54	49	20
Chronic truancy (twice a month or more often) <sup>§</sup>	2	4	5
Caring adult relationships <sup>‡</sup>	46	27	27
High expectations <sup>‡</sup>	64	38	35
Meaningful participation <sup>‡</sup>	19	19	7

DRAFT

## Mammoth Unified | Trends Over Time

Experienced chronic sadness/hopelessness | Past 12 months

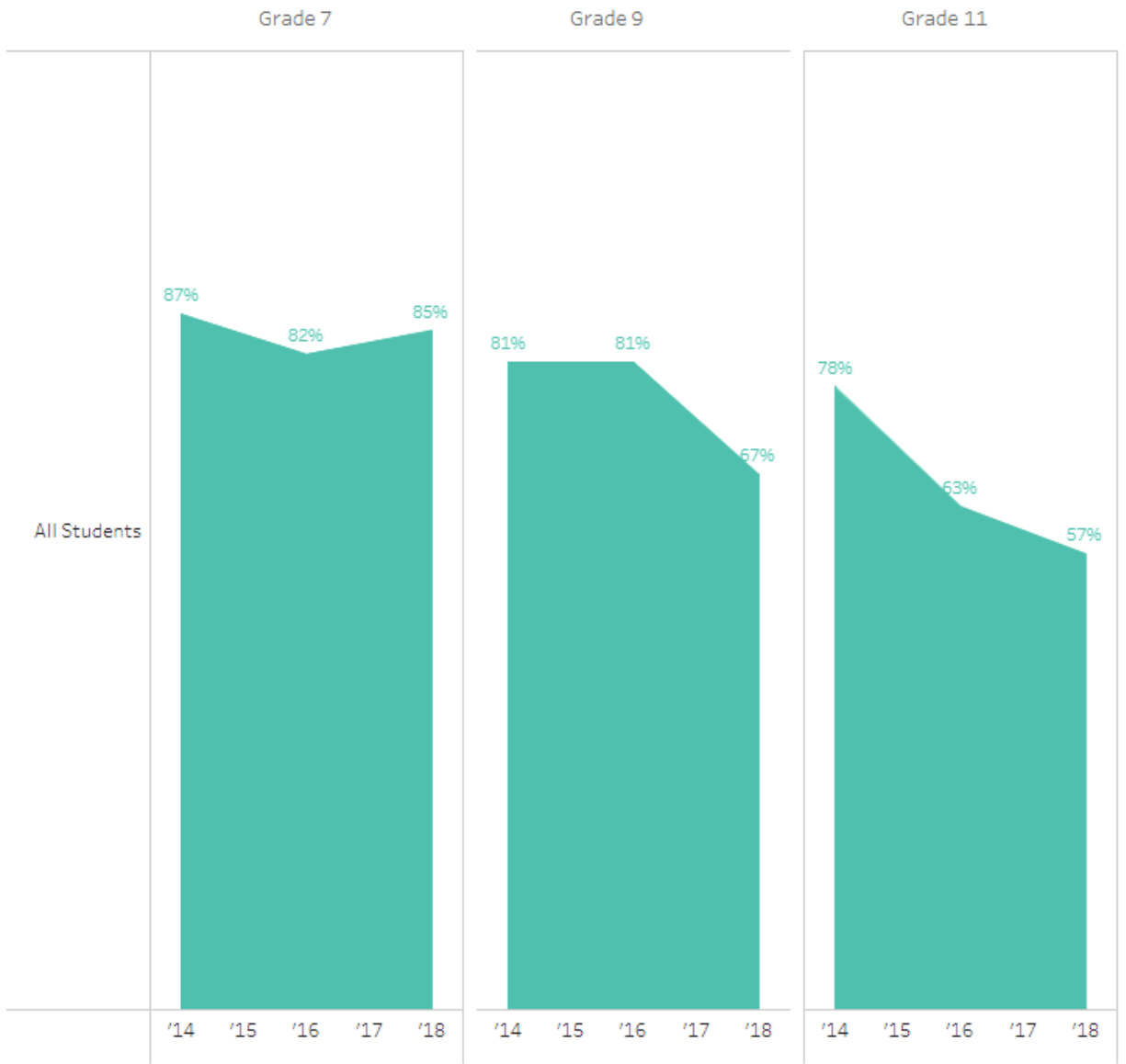
Results based on: All Students



## Mammoth Unified | Trends Over Time

School perceived as safe or very safe | Average percent of respondents reporting 'Very Safe' or 'Safe'

Results based on: All Students



**Feeling Safe or Very Safe at School by Race/Ethnicity**

	Grade 7 %	Grade 9 %	Grade 11 %	NT %
Hispanic or Latino	86	65	51	–
American Indian or Alaska Native				–
Asian				–
Black or African American				–
Native Hawaiian or Pacific Islander				–
White	79	61	60	–
Mixed (two or more) races	89	69	45	–

Note: Cells are empty if there are less than 10 respondents.

**Harassment Due to Six Reasons at School in the Past 12 Months by Race/Ethnicity**

	Grade 7 %	Grade 9 %	Grade 11 %	NT %
Hispanic or Latino	25	19	24	–
American Indian or Alaska Native				–
Asian				–
Black or African American				–
Native Hawaiian or Pacific Islander				–
White	36	26	17	–
Mixed (two or more) races	23	19	26	–

Notes: Cells are empty if there are less than 10 respondents.

The six reasons include race, ethnicity or national origin; religion; gender (being male or female); sexual orientation; a physical or mental disability; and immigrant status.

- Eastern Sierra Unified School District: [Elementary](#)

**Student Sample Characteristics**

	Grade 3	Grade 4	Grade 5	Grade 6
<b>Student Sample Size</b>				
Target sample	–	–	32	37
Final number	–	–	23	30

**Key Indicators of School Climate and Student Well-Being**

	Grade 3 %	Grade 4 %	Grade 5 %	Grade 6 %
<b>School Engagement and Supports</b>				
School connectedness <sup>†</sup>	–	–	50	50
Academic motivation <sup>†</sup>	–	–	70	59
Caring adult relationships <sup>†</sup>	–	–	59	53
High expectations <sup>†</sup>	–	–	59	52
Meaningful participation <sup>†</sup>	–	–	25	20
<b>School Safety</b>				
Feel safe at school <sup>‡</sup>	–	–	68	87
Been hit or pushed	–	–	59	33
Mean rumors spread about you	–	–	62	47
Been called bad names or mean jokes made about you	–	–	55	53
Saw a weapon at school <sup>§</sup>	–	–	52	45

***Frequency of Being Harassed on School Property***

	Grade 3 %	Grade 4 %	Grade 5 %	Grade 6 %
<b>Been hit or pushed</b>				
No, never	–	–	41	67
Yes, some of the time	–	–	45	27
Yes, most of the time	–	–	9	7
Yes, all of the time	–	–	5	0
<b>Mean rumors spread about you</b>				
No, never	–	–	38	53
Yes, some of the time	–	–	33	33
Yes, most of the time	–	–	10	13
Yes, all of the time	–	–	19	0
<b>Been called bad names or mean jokes made about you</b>				
No, never	–	–	45	47
Yes, some of the time	–	–	36	47
Yes, most of the time	–	–	5	7
Yes, all of the time	–	–	14	0

*Question ES A.50, 51, 53: Do other kids hit or push you at school when they are not just playing around?... Do other kids at school spread mean rumors or lies about you?... Do other kids at school call you bad names or make mean jokes about you?*

*Notes: Cells are empty if there are less than 10 respondents.*

- Eastern Sierra Unified School District: [Middle](#)

***Student Sample for Core Module***

	Grade 6	Grade 7	Grade 8
<b><i>Student Sample Size</i></b>			
Target sample	37	43	35
Final number	1	43	22



**Key Indicators of School Climate and Student Well-Being**

	Grade 6 %	Grade 7 %	Grade 8 %
<b>School Engagement and Supports</b>			
School connectedness <sup>†</sup>		41	29
Academic motivation <sup>†</sup>		47	42
Chronic truancy (twice a month or more often) <sup>§</sup>		0	0
Caring adult relationships <sup>‡</sup>		46	32
High expectations <sup>‡</sup>		55	55
Meaningful participation <sup>‡</sup>		26	13

**Chronic Sad or Hopeless Feelings, Past 12 Months**

	Grade 6 %	Grade 7 %	Grade 8 %
No		83	82
Yes		17	18

*Question HS A.124/MS A.114: During the past 12 months, did you ever feel so sad or hopeless almost every day for two weeks or more that you stopped doing some usual activities?*

*Note: Cells are empty if there are less than 10 respondents.*

**Feeling Safe or Very Safe at School by Race/Ethnicity**

	Grade 6 %	Grade 7 %	Grade 8 %
Hispanic or Latino		84	85
American Indian or Alaska Native			
Asian			
Black or African American			
Native Hawaiian or Pacific Islander			
White		85	82
Mixed (two or more) races		89	

*Note: Cells are empty if there are less than 10 respondents.*

**Harassment Due to Six Reasons at School in the Past 12 Months by Race/Ethnicity**

	Grade 6 %	Grade 7 %	Grade 8 %
Hispanic or Latino		32	15
American Indian or Alaska Native			
Asian			
Black or African American			
Native Hawaiian or Pacific Islander			
White		14	18
Mixed (two or more) races		37	

Notes: Cells are empty if there are less than 10 respondents.

The six reasons include race, ethnicity or national origin; religion; gender (being male or female); sexual orientation; a physical or mental disability; and immigrant status.

- Eastern Sierra Unified School District: [High](#)

**Student Sample for Core Module**

	Grade 9	Grade 10	Grade 11	Grade 12
<b>Student Sample Size</b>				
Target sample	29	22	29	20
Final number	29	20	24	16

**Seriously Considered Attempting Suicide, Past 12 Months**

	Grade 9 %	Grade 10 %	Grade 11 %	Grade 12 %
No	97	85	58	69
Yes	3	15	42	31

Question HS A.125: During the past 12 months, did you ever seriously consider attempting suicide?

Notes: Cells are empty if there are less than 10 respondents.

**Key Indicators of School Climate and Student Well-Being**

	Grade 9 %	Grade 10 %	Grade 11 %	Grade 12 %
<b>School Engagement and Supports</b>				
School connectedness <sup>†</sup>	34	30	27	43
Academic motivation <sup>†</sup>	49	40	25	38
Chronic truancy (twice a month or more often) <sup>§</sup>	3	5	4	13
Caring adult relationships <sup>†</sup>	33	45	36	54
High expectations <sup>†</sup>	40	55	36	63
Meaningful participation <sup>†</sup>	13	15	17	33

**Chronic Sad or Hopeless Feelings, Past 12 Months**

	Grade 9 %	Grade 10 %	Grade 11 %	Grade 12 %
No	76	70	43	38
Yes	24	30	57	63

*Question HS A.124/MS A.114: During the past 12 months, did you ever feel so sad or hopeless almost every day for two weeks or more that you stopped doing some usual activities?*

*Note: Cells are empty if there are less than 10 respondents.*

**Feeling Safe or Very Safe at School by Race/Ethnicity**

	Grade 9 %	Grade 10 %	Grade 11 %	Grade 12 %
Hispanic or Latino	79		40	
American Indian or Alaska Native				
Asian				
Black or African American				
Native Hawaiian or Pacific Islander				
White	88	100	73	90
Mixed (two or more) races				

*Note: Cells are empty if there are less than 10 respondents.*

**Harassment Due to Six Reasons at School in the Past 12 Months by Race/Ethnicity**

	Grade 9 %	Grade 10 %	Grade 11 %	Grade 12 %
Hispanic or Latino	16		36	
American Indian or Alaska Native				
Asian				
Black or African American				
Native Hawaiian or Pacific Islander				
White	6	25	18	40
Mixed (two or more) races				

*Notes: Cells are empty if there are less than 10 respondents.*

*The six reasons include race, ethnicity or national origin; religion; gender (being male or female); sexual orientation; a physical or mental disability; and immigrant status.*

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**APPENDIX D: PRUDENT RESERVE ASSESSMENT  
CERTIFICATION & SUBMISSION**

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State of California  
Health and Human Services Agency

Department of Health Care Services

**MENTAL HEALTH SERVICES ACT  
PRUDENT RESERVE ASSESSMENT/REASSESSMENT**

County/City: Mono

Fiscal Year: 2018-19

**Local Mental Health Director**

Name: Robin K. Roberts, LMFT

Telephone: 760-924-1740

Email: rroberts@mono.ca.gov

I hereby certify<sup>1</sup> under penalty of perjury, under the laws of the State of California, that the Prudent Reserve assessment/reassessment is accurate to the best of my knowledge and was completed in accordance with California Code of Regulations, Title 9, section 3420.20 (b).

Robin K. Roberts		6-20-2019
Local Mental Health Director (PRINT NAME)	Signature	Date

---

<sup>1</sup> Welfare and Institutions Code section 5892 (b)(2)  
DHCS 1819 (02/19)

Mono County MHS A Prudent Reserve Assessment

2013-14	\$	1,260,369.61	
2014-15	\$	1,755,991.51	
2015-16	\$	1,576,514.98	
2016-17	\$	1,744,410.99	
2017-18	\$	1,795,078.70	Through June 2018
<b>TOTAL</b>		<b>\$8,132,365.79</b>	
@ 76%		\$6,180,598.00	
% 5	\$	1,236,119.60	Calculated Maximum PR Level
@ 33%	\$	407,919.47	

## FW: Mono County MHSa Prudent Reservice Assessment



Shirley Martin  
To: Amanda Greenberg

Reply

Reply All

Forward



Mon 7/8/2019 7:48 AM

You replied to this message on 7/8/2019 8:06 AM.



Mono\_Prudent\_Reserve\_Assessment\_june\_2019.pdf  
59 KB

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**From:** Shirley Martin

**Sent:** Thursday, June 20, 2019 1:43 PM

**To:** Hoang, Minh (MHSD-FMOR)@DHCS <[Minh.Hoang@dhcs.ca.gov](mailto:Minh.Hoang@dhcs.ca.gov)>

**Cc:** Christensen, Theresa (MHSD-FMOR)@DHCS <[Theresa.Christensen@dhcs.ca.gov](mailto:Theresa.Christensen@dhcs.ca.gov)>; Kim, Joseph (MHSD-FMOR)@DHCS <[Joseph.Kim@dhcs.ca.gov](mailto:Joseph.Kim@dhcs.ca.gov)>

**Subject:** RE: Mono County MHSa Prudent Reservice Assessment

Hello,

Attached is Mono County's PR Assessment.

If you have any questions, please let me know.

Thanks, Shirley

DRAFT

## APPENDIX E: COMMUNITY PROGRAM PLANNING MCBH STAFF TRAINING



MONO COUNTY BEHAVIORAL HEALTH, ALCOHOL AND DRUG PROGRAMS

# COUNTY OF MONO

P.O. BOX 2619 • MAMMOTH LAKES CA 93546 • (760) 924-1740 FAX • (760) 924-1741

### Meeting Sign In

Date 9/5/19 Start Time 10:00 End Time 10:30  
 Facilitator Amanda Greenberg  
 Topic CPPP Training

	Print Name	Signature	Position
1.	Amanda Greenberg	<i>[Signature]</i>	mHSA
2.	Louisa Gonzales	<i>[Signature]</i>	Psych Spec II
3.	Annita Lindemann	<i>[Signature]</i>	sup
4.	RICHARD BONNEAU	<i>[Signature]</i>	SUB
5.	Laura Cruz	<i>[Signature]</i>	FTS
6.	Luisana Davies	<i>[Signature]</i>	office assistant
7.	Debra Stewart	<i>[Signature]</i>	SVD
8.	Heather Edwall	<i>[Signature]</i>	Psych I
9.	Noreen Misat	<i>[Signature]</i>	Psych
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			

# MENTAL HEALTH SERVICES ACT (MHSA) & THE COMMUNITY PROGRAM PLANNING PROCESS (CPPP)

## WHAT IS THE MHSA?

California voters passed the MHSA (Proposition 63) in 2004. MHSA places a 1% tax on personal incomes over \$1,000,000.

The goal of the MHSA is to transform the public mental health system into one that is consumer & family driven, recovery oriented, accessible, & culturally competent.



Every year MCBH receives an MHSA allocation, which covers some client services, Prevention and Early Intervention programs like North Star, housing projects, innovative projects, trainings, and much more.



Locally, we have some flexibility with our MHSA funds, and to determine how we use them we are required to go through a CPP Process.

## WHAT IS THE CPPP?

The CPPP is a stakeholder process in which we seek input on community mental health needs, innovative ideas, and perceptions of existing programs.

Every year as part of our MHSA Plan, we do a CPPP, which includes surveying or talking to clients, family members, members of underserved groups, and a wide variety of community stakeholders/partner agencies.

We also use data gathered from other sources, like the Community Health Needs Assessment, the CA Healthy Kids Survey, and the External Quality Review Focus Group.

When the plan is finished, we post it for 30 days then hold a public meeting for feedback.



## THIS YEAR'S CPPP



Community Health Needs Assessment, Community Health Improvement Plan, June Lake Wellness Dinner/Focus Group, meetings with school officials, CA Healthy Kids Survey, Behavioral Health Advisory Board planning exercises, client planning exercises, community planning exercises, public comment period and public hearing



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## APPENDIX F: TECHNOLOGY SUITE EXTENSION REQUEST LETTER

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MONO COUNTY BEHAVIORAL HEALTH DEPARTMENT

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**COUNTY OF MONO**

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P. O. BOX 2619 MAMMOTH LAKES, CA 93546 (760) 924-1740 FAX: (760) 924-1741

October 21, 2019

Toby Ewing, Executive Director  
Mental Health Services Oversight and Accountability Commission  
1300 17<sup>th</sup> Street, Suite 1000  
Sacramento, CA 95811

Dear Mr. Ewing,

I am writing to inform you that Mono County will be extending the current MHSOAC-approved time period for its Innovation Plan entitled, "Increasing Access to Mental Health Services and Supports Utilizing a Suite of Technology-Based Mental Health Solutions" (a.k.a. "The Tech Suite"). The date that this plan was approved by the MHSOAC was February 22, 2018. Due to unforeseen circumstances, however, Mono County did not begin expending funds on this project until October 18, 2019. Mono County has been informed by MHSOAC staff members that October 18, 2019 will now serve as the new start date for this project. The anticipated end date will be October 18, 2021.

The initial time period approved by the MHSOAC was 15 months. This extension of 7 months would increase the time period to 24 months, which would allow Mono County ample time to locally implement its chosen web and mobile applications. This project will retain its original learning goals and there has been no change to the project's target populations. Additionally, the Mono County Behavioral Health Advisory Board (which also serves as the Mental Health Services Act Steering Committee) is supportive of this decision (see attached minutes from the October 21, 2019 meeting). Please don't hesitate to reach out if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Robin K. Roberts", with a long horizontal stroke extending to the right.

Robin K. Roberts  
Director, Mono County Behavioral Health

# APPENDIX G: MHSA-RELATED SUBMISSIONS TO DEPARTMENT OF HEALTH CARE SERVICES

## Mono County FY 18-19 MHSA Annual Update

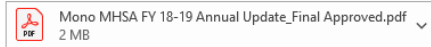


Amanda Greenberg

To: 'mhsa@dhcs.ca.gov'; 'MHSOAC@mhsoc.ca.gov'  
Cc: 'Desormeaux, Wendy@MHSOAC'

Reply Reply All Forward ...

Thu 1/17/2019 2:28 PM



Hello,  
Please find Mono County's FY 18-19 MHSA Annual Update attached. This report also includes our Annual Innovative Project Reports.  
Thank you,

Amanda Fenn Greenberg, MPH  
Mental Health Services Act Coordinator  
Mono County Behavioral Health  
Mammoth Lakes, CA  
760-924-1754  
[monocounty.ca.gov/behavioral-health](http://monocounty.ca.gov/behavioral-health)

## Submission of Mono County Reversion Plans



Amanda Greenberg

To: 'mhsa@dhcs.ca.gov'; 'MHSOAC@mhsoc.ca.gov'  
Cc: 'Hoang, Minh (MHSD-FMOR)@DHCS'; Robin Roberts; Desormeaux, Wendy@MHSOAC

Reply Reply All Forward ...

Fri 12/21/2018 2:41 PM



Hello,  
This email is in response to correspondence received on 11/30/18 from Minh Hoang; subject line: AB 114 MHSA Reversion Plan Status.  
Please find Mono County Behavioral Health's original Reversion Expenditure Plan and its Updated Reversion Expenditure Plan attached to this email. Both have been through public comment and have received Board of Supervisor approval, as documented in the plans. Please let me know if you have any questions. I would greatly appreciate a receipt of confirmation before January 1, 2019, the deadline that Minh's email reflected.  
Thanks,

Amanda Fenn Greenberg, MPH  
Mental Health Services Act Coordinator  
Mono County Behavioral Health  
Mammoth Lakes, CA  
760-924-1754  
[monocounty.ca.gov/behavioral-health](http://monocounty.ca.gov/behavioral-health)

## Mono County BOS-Approved Reversion Plan



Amanda Greenberg

To: Desormeaux, Wendy@MHSOAC; 'mhsa@dhcs.ca.gov'; Hoang, Minh (MHSD-FMOR)@DHCS  
Cc: Robin Roberts; Ures, Donna (MHSD-FMOR)@DHCS

Reply Reply All Forward ...

Tue 7/17/2018 10:30 AM



Hello all,  
Please find Mono County Behavioral Health's BOS-Approved Reversion Plan attached. A copy is also available at our website: <https://www.monocounty.ca.gov/MHSA>.

As an additional note, Mono County Behavioral Health (MCBH) received a second notice of reversion on 6/22/18. After discussions with Minh Hoang (with Donna Ures cc'ed), it was clarified that MCBH can update this reversion plan in the coming months (after going through stakeholder engagement, etc.) to report how we will spend the newly-identified reverted funds. We will be able to do this without penalty of losing the funds identified in the second notice.

Please let me know if you have any questions or concerns.

Thank you,

Amanda Fenn Greenberg, MPH  
Mental Health Services Act Coordinator  
Mono County Behavioral Health  
Mammoth Lakes, CA  
760-924-1754  
[monocounty.ca.gov/behavioral-health](http://monocounty.ca.gov/behavioral-health)

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## APPENDIX H: MHSA COORDINATOR JOB DESCRIPTION FOR MONO COUNTY BEHAVIORAL HEALTH

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**MONO COUNTY**  
**BARGAINING UNIT: MCPE**  
**NON-EXEMPT**

**CLASS CODE**  
**DATE ESTABLISHED: 11/2016**  
**DATE REVISED: 7/2017**

### **MENTAL HEALTH SERVICES ACT COORDINATOR**

#### **DEFINITION:**

Under limited direction, the Mental Health Services Act (MHSA) Coordinator will lead the planning, development, and implementation of programs funded under the MHSA. This is a diverse and multi-faceted position that includes elements of such positions as evaluation specialist, data analyst, policy analyst, grant writer, researcher, and program coordinator. Responsibilities include, at a minimum, conducting an annual mental health community needs assessment, composing the MHSA Three-Year Plan and Annual Updates, developing program evaluations, and working with stakeholders to develop new programs based upon community needs. Additionally, this position is responsible for the development and the coordination of MHSA permanent residence programs for individuals with mental illnesses, and perform related duties as assigned.

#### **DISTINGUISHING CHARACTERISTICS:**

Behavioral Health MHSA Programs Coordinator is a single-position classification responsible for planning, coordinating, and implementing MHSA activities.

**REPORTS TO:** Behavioral Health Director

**CLASSIFICATION DIRECTLY SUPERVISED:** None

#### **EXAMPLES OF DUTIES:**

- Develops, plans, implements, and directly supervises the implementation of the MHSA program components
- Plans and implements program evaluations for new and existing programs
- Assists with internal audits and participates in external audit processes
- Plans, implements, and builds buy-in for program evaluations to measure target outcomes
- Analyzes and disseminates results from research and evaluation efforts to drive quality improvement efforts

- Works with community leaders, partners, and staff to improve awareness of Behavioral Health Department and MHSA programs
- Ensures needs assessments, quarterly reports, annual updates, and executed contracts comply with laws and regulations
- Writes reports, develops infographics, and gives presentations
- Works with departmental fiscal staff to develop the MHSA annual budget
- Works closely with the Behavioral Health Advisory Board to meet regulatory requirements
- Develops and implements trainings related to the MHSA and MHSA programming and performs other duties of the Workforce Education and Training Coordinator
- Represents the department and participates in State, regional, and local meetings that address MHSA program matters
- Continually evaluates components of the MHSA Three-Year Plan to assess impact and on-going feasibility
- Coordinates the use of technology to implement MHSA and other Behavioral Health Department programs and evaluations
- Produces marketing and outreach materials related to MHSA and Behavioral Health Department programs

**TYPICAL PHYSICAL REQUIREMENTS:**

Work is usually performed in an office environment; frequent contact with staff.

**DESIREABLE QUALIFICATIONS:**

Knowledge of:

- MHSA programs and funding
- Pertinent local, state, and federal laws, regulations, and guidelines
- Basic principles of project management
- Development of training programs and events
- Principles of organization and leadership
- Basic record keeping and report preparation methods
- Principles of behavioral health service provision
- Principles of program planning, including behavior change outcomes, logic models, etc.
- Principles of program evaluation, including identification of target outcomes, data collection methods, survey tool development, survey administration, and data analysis and interpretation
- Educational methods and resources
- Public relations and use of media options to change attitudes
- Data collection methods
- Basic elements of budgeting and fiscal management
- English usage, spelling, grammar and punctuation and basic mathematics
- Microsoft Office suite, including intermediate knowledge of Microsoft Excel

Ability and willingness to:

- Understand, interpret and apply pertinent federal, state, and local laws, regulation, and standards
- Understand and follow complex oral and written instructions
- Plan, coordinate, and implement assigned behavioral health public relations and education programs
- Plan, coordinate, and implement work plans
- Provide staff education and training as assigned
- Conduct research on programs and other subjects as needed
- Facilitate meetings and coordinate public events
- Compile, organize, analyze, and interpret data
- Prepare and present reports in a clear and engaging manner
- Establish and maintain effective working relationships
- Effectively use a computer for word and data processing
- Operate office equipment safely

**EDUCATION:**

A minimum of a Bachelor's degree from an accredited college or university with major course work in social services, education, marketing, communications, organizational studies, or a closely related field related to community development.

**SUBSTITUTION FOR EDUCATION:**

Two additional years of administrative, budgetary, or contract experience of the type noted below may be substituted for the Bachelor's degree and two years of the education noted above.

**EXPERIENCE:**

Two years of increasingly responsible professional or administrative experience, preferably in the behavioral health field utilizing MHSA funding. Preferred experience in the area of educational or promotional programs or projects, finance and budget, grant funds, grant audits, compliance and contract management.



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

**REGULAR AGENDA REQUEST**

Print

**MEETING DATE** December 17, 2019

**Departments: Community Development**

**TIME REQUIRED** 15 minutes

**PERSONS APPEARING BEFORE THE BOARD** Bentley Regehr

**SUBJECT** Cannabis Operation Permit 19-007/Shanti, Co. LLC - Distribution

**AGENDA DESCRIPTION:**

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

The proposal is for self-distribution of cannabis products harvested from up to 50 commercial cannabis plants on site (the cultivation of which is permitted separately), including the transportation of goods by the owner.

**RECOMMENDED ACTION:**

1. Find that the project qualifies as an exemption under CEQA guideline 15301 and direct staff to file a Notice of Exemption.
2. Make the required findings pursuant to Mono County Code Chapter 5.60 and approve Cannabis Operation Permit 19-007 for cannabis distribution subject to the findings and conditions as recommended or with desired modifications.

**FISCAL IMPACT:**

The proposed project will generate an incremental increase in cannabis taxes.

**CONTACT NAME:** Bentley Regehr

**PHONE/EMAIL:** 760-924-4602 / bregehr@mono.ca.gov

**SEND COPIES TO:**

**MINUTE ORDER REQUESTED:**

YES  NO

**ATTACHMENTS:**

Click to download
<a href="#">Staff Report</a>
<a href="#">site plan</a>
<a href="#">Use Permit 19-008 Staff Report</a>

**History**

Time

Who

Approval

11/25/2019 12:44 PM	County Administrative Office	Yes
12/5/2019 4:21 PM	County Counsel	Yes
12/4/2019 4:17 PM	Finance	Yes

# Mono County Community Development Department

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PO Box 347  
Mammoth Lakes, CA 93546  
760.924.1800, fax 924.1801  
commdev@mono.ca.gov

## Planning Division

PO Box 8  
Bridgeport, CA 93517  
760.932.5420, fax 932.5431  
[www.monocounty.ca.gov](http://www.monocounty.ca.gov)

Date: December 10, 2019

To: **Honorable Mono County Board of Supervisors**

From: Bentley Regehr, Planning Analyst

Re: **Cannabis Operation Permit 19-007/Shanti, Co. LLC Commercial Cannabis Distribution**

### RECOMMENDATION

1. Find that the project qualifies as an exemption under CEQA guideline 15301 and file a Notice of Exemption.
2. Make the required findings pursuant to Mono County Code Chapter 5.60 and approve Cannabis Operation Permit 19-007 for self-distribution subject to the findings and conditions as recommended or with desired modifications.

### FISCAL IMPACT

The proposed project will generate an incremental increase in cannabis taxes.

### BACKGROUND

In June 2017, California Senate Bill 94 was passed, consolidating the provisions of the Medical Cannabis Regulation and Safety Act and Proposition 64 (passed by voter approval in the November 2016 election) into what is now known as the Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA). The Act creates a framework for the regulation of commercial medicinal and adult-use cannabis in California. The margin of support for Proposition 64 in the Mono Basin was 30.6%, among the highest values in the county and exceeding the county's average margin of support of 23.2%.

Three state authorities were authorized for the oversight and State permitting of cannabis businesses: The Bureau of Cannabis Control is the lead agency for retailers, distributors, testing labs, microbusinesses, and temporary cannabis events; CalCannabis, a division of the California Department of Food and Agriculture, has oversight of cultivation; and the Manufactured Cannabis Safety Branch, a branch of the California Department of Public Health, regulates all commercial cannabis manufacturing. Each licensing authority requires an operator to receive local approval prior to applying for state licensure.

To develop specific local cannabis regulations, two rounds of public outreach were conducted via the Regional Planning Advisory Committees (RPACs) from March to August 2017. The Board of Supervisors held four public workshops beginning March 2017, and the Planning Commission held a workshop on September 21, 2017, for input and direction on policy issues raised by public outreach and other public comment. On December 5, 2017, General Plan Amendment (17-03) was adopted by Resolution R17-88, establishing policies for commercial cannabis activity by changing and adding text to the Land Use Element and Conservation/Open Space Element of the Mono County General Plan.

Primary discussion for cannabis regulations in Lee Vining occurred at the March 2017 Mono Basin RPAC meeting. Staff requested input on a variety of aspects related to operation of cannabis businesses, including the buffer from sensitive facilities (schools, parks, libraries, and the Community Center). A 600' buffer is the minimum standard, based on State regulations. A 1000' buffer was discussed but was not specifically recommended by the Mono Basin RPAC



and no other buffer distances were suggested. The only exception to the 600' buffer in the county based on RPAC discussion is the additional buffer surrounding the commercial corridor in Crowley Lake. The proposed project meets both a 600' and 1000' buffer.

In January and February 2018, the Planning Commission continued to review specific regulations to govern cannabis activity. These regulations were consolidated into a new General Plan chapter, Chapter 13, Commercial Cannabis Activities, and Mono County Code (MCC) Chapter 5.60, Cannabis Operations. On April 17, 2018, the Board approved General Plan Amendment 18-01 which included General Plan Chapter 13 and adopted MCC Chapter 5.60.

The chapters established two permits required for local cannabis businesses: A Conditional Use Permit for the property's land-use entitlement, and a subsequent Cannabis Operation Permit for the business. While the Conditional Use Permit runs with the land, the Operation Permit is unique to the business and expires annually. A separate cannabis Operation Permit is required for each type of cannabis activity carried out on or at the premises regardless of ownership.

Pursuant to California Business and Professions Code Section 26000, et seq., a valid license issued by the state shall be required to operate any commercial cannabis activity within the County.

## **ENVIRONMENTAL REVIEW**

The project qualifies for a Class 1 categorical exemption (CEQA Guideline 15301). Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The proposal does not include an expansion of use, as the disturbance area will remain the same and the maximum number of cannabis plants will be reduced from 99 to 50. Commercial cannabis plants do not represent a significant change over the existing plants used for medical purposes. The total canopy area will not be expanded and will not exceed 500 square feet. The processing building will not be expanded, and no structural modifications will occur. A cover crop will reduce bare ground to prevent dust impacts. The addition of a carbon filtration system will not require modifications to the building. Commercial cannabis distribution will not generate significant impacts to circulation or air quality beyond that of a typical agriculture use, and a vehicle smaller than typically associated with agricultural commodity transportation will be used (e.g., a van, sport utility vehicle, or full-size pickup truck). North Bodie Hills Drive and the property's driveway are unpaved, but the number of increased vehicle trips is negligible at approximately 5-10 per month and the road observes a speed limit of 15 miles per hour, meaning there will be minimal additional dust produced. Access to North Bodie Hills Drive is gained from Highway 167 and Cottonwood Canyon Road, both of which are paved and will not be substantially impacted by the minimal amount of increased vehicle trips. In addition, no new employees are proposed and so no cumulative impacts would be created from the approved cannabis cultivation or yurt/farm stay operation.

## **DISCUSSION**

The proposal is for commercial cannabis distribution on a 20-acre parcel located at 100 N. Bodie Hills Drive in the Mono Basin planning area (APN 013-210-024). The property is designated Agriculture (AG), which allows for commercial cannabis distribution subject to Use Permit and Operation Permit (Mono County Code 5.60). The project also proposes commercial cannabis cultivation, which is required to be approved through a separate Operation Permit.

The proposal is for self-distribution of cannabis products produced from up to 50 commercial cannabis plants on the on-site 5,000-square foot cultivation disturbance area. The proposal does not include the handling of goods from other businesses. Transportation of goods will be handled by the owner and no outside services will be contracted.

As shown on the site plan (Attachment A), the proposal includes a loading area next to the processing shed. Products will be transferred from the shed to the transport vehicle after processing, which includes the drying, trimming, and packaging of commercial cannabis plants cultivated on-site. Product will be kept in a secure location in the processing shed until ready for transport.

The project site is approximately six miles from Mono City and fourteen miles from Lee Vining. Surrounding properties are all at least 20-acres in size and are a mix of Agriculture (AG) and Rural Residential (RR). The nearest residence is over 700 feet from the grow site. There are no other commercial cannabis distribution businesses located in the Mono Basin.

A Conditional Use Permit for the commercial cannabis cultivation use was approved at the October 17, 2019, Planning Commission meeting and modified at the November 21, 2019, Planning Commission meeting to include the commercial cannabis distribution use. Approval of the Use Permit thereby satisfies MCC 5.60.040(C). The Commission found that the project was consistent with the requirements of Chapter 13 of the General Plan, including the project's location, site, odor mitigation, signage, visual screening, lighting, parking, and noise generation.

The applicant, Mr. Jake Suppa, does not currently operate any other commercial cannabis businesses. He is a resident and employee of Mono County. Mr. Suppa is the sole owner and operator of Shanti, Co. LLC. Non-cannabis permitted uses on the property include a single family residence, a 1,129-square foot accessory dwelling unit, four farm-stay yurts and kitchen for guests, a massage room for guests, two 10,000-square foot gardens for mixed gardens, livestock barn, and a greenhouse and hoop houses used for produce (see Attachment B - Site Plan).

The property has a land use designation of Agriculture (AG) and cannabis distribution is permitted subject to a Use Permit and Operation Permit under MCC Ch. 5.60. MCC 5.60.070 lists the application requirements for obtaining a Cannabis Operation Permit. The applicant has provided all required materials for this application to be processed. Internal staff routing has verified completeness and acceptance of the application. The following departments have also provided review of the project and have deemed it acceptable: Inyo Mono Agriculture Commissioner; Environmental Health; Public Health; Solid Waste; Sheriff's Office; and Community Development.

### **Operating plan – MCC 5.60.070(B)(13)**

The applicant is required to submit an operating plan detailing proposed activity, products, processes, inventory procedures, employee training, hours of operation, and quality control procedures.

- The processing shed will be fitted with a 30 cfs (cubic feet/second) carbon filtration system. The system will be replaced each season or at saturation.
- Drying, trimming, packaging, labeling, and storage of the plants will occur solely in the processing shed.
- All cannabis flower will be stored in a secured storage area until sold and transported.
- Concurrent with harvest, samples will be sent to a state-sanctioned laboratory.
- Products will be locally distributed in prepackaged quantities with all State tamper proof packaging and labelling.
- The products will be sold direct sale, with all levels of cultivation, distribution, testing, and delivery being handled as a sole proprietorship.
- Transportation of cannabis products will occur through the use of the owner's personal vehicle.
- Commercial cannabis product will not be transported with other goods.
- Proposal is for self-distribution only. Distribution of goods from other cannabis businesses is not proposed.
- Operation hours will generally be between dawn to dusk. The operation will not be open to the public.
- The 24-hour emergency contact and community relations contact listed is Jake Suppa; telephone number (760) 914-0003, and email address shantico13@gmail.com.
- Age Verification: No persons under the age of 21 will be allowed to enter the premise.

### **Inventory Control**

The operation will use the state's track-and-trace system (METRC) to maintain inventory. All plants will have a unique identifier (UID) issued by the state. Per state requirements, the applicant is required to maintain a sufficient supply of UIDs in inventory to support tagging in accordance with state regulation. Cannabis will be harvested and processed on the premise and then taken to a secure storage area until ready for distribution.

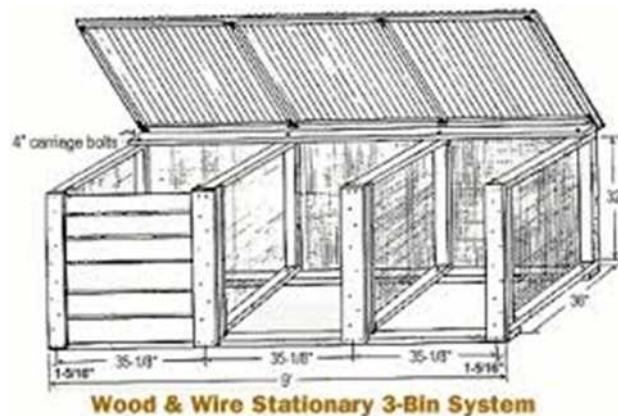
All cannabis is required to be entered into the track-and-trace system by the licensee starting with seed, cannabis which has been propagated onsite or purchased from a licensed nursery, or seedling purchased from a license nursery. The UID will accompany the cannabis products through all phases of the growing cycle, including waste.

The Applicant will use its METRC system to document:

1. Inventory, acquisitions, harvests, sales, disbursements, designation and disposal of unusable cannabis.
2. Any destruction of plants.
3. Each batch of cannabis cultivated, including:
  - a. The batch number;
  - b. The number of cannabis seeds or cannabis cuttings planted;
  - c. The date the cannabis seeds or cuttings were planted;
  - d. The list of all chemical additives, including, without limitation, pesticides, herbicides and fertilizers used in the cultivation;
  - e. The number of plants grown to maturity.
4. At harvest, the METRC system will document, without limitation:
  - a. Date of harvest;
  - b. The name and employee registration card number of the employee responsible for the harvest.

### **Waste management plan – MCC 5.60.070(B)(15)**

All cannabis waste debris will be composted on site maintained within the 100 cubic yard threshold (see depiction below). The location of the composting bin is on the site plan (Attachment A). The mixture will consist of an appropriate carbon to nitrogen ratio and moisture level to quickly process within a season. All green material is fodder or compost with no waste that will need to be removed off-site. The provider for general waste is D&S, with tote and dumpster service.



The waste management plan is in compliance with Title 3, Section 8108 and 8308 of the California Code of Regulations, and has been approved by the County's Solid Waste Superintendent per Mono County Code 5.60.130.F.

### **Security plan – MCC 5.60.070(B)(16)**

The Security Plan has been reviewed by the Mono County Sheriff's Office and has been approved. Per Mono County Code 5.60.070.B(16) the security plan is confidential. California Code of Regulations does not set forth security requirements for cannabis cultivation licensees.

The applicant has completed LiveScan for both Mono County and the California Department of Food and Agriculture.

### **Analysis – MCC 5.60.080(C)**

Upon completion of staff review and internal processing, the Director shall set the matter for decision by the Approval Authority, which shall receive and consider the input and recommendations of the Sheriff, staff, the applicant and any interested persons. The Approval Authority must make the following findings to issue the permit (Mono County Code 5.60.080(C)):

1. The commercial cannabis activity, as proposed, will comply with the requirements of state law and regulation, the Mono County General Plan, the Mono County Code and this Chapter.

*The staff report describes the applicant's operations and the associated compliance with County regulations, and the applicant has signed under Penalty of Perjury that "the applicant and all persons involved in management have the ability to comply with all laws regulating cannabis businesses in the State of California and shall maintain such compliance during the term of the permit."*

2. The property has all necessary land use entitlements as required by the Mono County General Plan or is legally exempt from such requirements.

*The applicant received a Use Permit from the Planning Commission on October 17, 2019, with modification on November 21, 2019, to include distribution as a use.*

3. The applicant has demonstrated to the satisfaction of the Approval Authority that the operation, its owners and the applicant have the ability to comply with state law and regulation, the Mono County General Plan, the Mono County Code and this Chapter.

*Through this evaluation, the applicant has demonstrated the ability to comply with state law and regulation, the Mono County General Plan, and the Mono County Code. The application has been circulated for multi-departmental review and has received approval from departments including, but not limited to, Community Development, Environmental Health, and the Sheriff's Office. Application materials were reviewed, and additional questions of the project were communicated to the applicant for further clarification which was provided by the applicant and included in this report.*

4. No applicant or owner has been convicted of a felony or a drug-related misdemeanor reclassified under Section 1170.18 of the California Penal Code (Proposition 47) within the last ten (10) years, unless the Approval Authority determines that such conviction is not substantially related to the qualifications, functions or duties of the person or activity and/or there is adequate evidence of rehabilitation of the person. A conviction within the meaning of this section means a plea or verdict of guilty or a conviction following a plea of nolo contendere.

*The applicant/owner has affirmed he has not been convicted of a felony or a drug related misdemeanor within the past ten (10) years. A Condition of Approval for this permit will be the positive recommendation from the Sheriff's Office of the applicant/owner to engage in commercial cannabis activities based on the results of the background check/LiveScan.*

5. The Approval Authority determines that issuance of the permit is in the best interests of the community, the County, and its citizens and visitors, based on the following:

- 1) The experience and qualifications of the applicant and any persons involved in the management of the proposed cannabis business:

*The applicant is a long-time resident and employee of the County, and has demonstrated an understanding of the practices associated with cannabis cultivation through the existing 99-plant medical grow. The applicant is aware of the concerns associated with this new industry and has worked to mitigate impacts, including visuals, odor, and security, to the best of his ability.*

- 2) Whether there are specific and articulable positive or negative impacts on the surrounding community or adjacent properties from the proposed cannabis business:

*No letters in opposition to this project have been received for this hearing for the Operation Permit. At the October 17, 2019, and November 21, 2019, Planning Commission meetings, no public comment was received in opposition of the project.*

*The project is compatible with Mono County Land Use Element policies and Mono Basin Community Plan goals, including the preservation of agriculture and rural business, support of economic diversity, and encouragement of locally produced goods.*

*The project is located at least seven miles away from sensitive receptors as defined in Chapter 13 of the General Plan, including schools, parks, and community centers. Surrounding parcels are at least 20 acres in size and are designated Agriculture (AG) and Rural Residential (RR).*

- 3) The adequacy and feasibility of business, operations, security, waste management, odor control, and other plans or measures submitted by the applicant:

*As a distribution business, the application adequately addresses the feasibility of business, operations, security, waste management, and odor control, as noted above. Application materials have been reviewed and approved by Environmental Health and the Sheriff's Office.*

*Public consumption is prohibited on-site, and no public sales will take place at the premise. The premise will be closed to the general public. Waste materials will be in the form of plant materials. All cannabis product will be transported and sold to other California cannabis-licensed businesses.*

- 4) Whether granting the permit will result in an undesirable overconcentration of the cannabis industry in a limited number of persons or in a limited geographic area within the County:

*No other commercial cannabis distribution businesses exist in the Mono Basin at this time. The community of Lee Vining has an approved cannabis retail business.*

- 5) Environmental impacts/benefits of the cannabis business such as waste handling, recycling, water treatment and supply, use of renewable energy or other resources, etc.:

*Commercial cannabis distribution will not generate significant impacts to circulation or air quality beyond that of a typical agriculture use and a vehicle smaller than typically associated with agricultural commodity transportation will be used (e.g., a van, sport utility vehicle, or full-size pickup truck). North Bodie Hills Drive and the property's driveway are unpaved, but the number of increased vehicle trips is negligible at approximately 5-10 per month and the road observes a speed limit of 15 miles per hour, meaning there will be minimal additional dust produced. Access to North Bodie Hills Drive is gained from Highway 167 and Cottonwood Canyon Road, both of which are paved and will not be substantially impacted by the minimal amount of increased vehicle trips. In addition, no new employees are proposed and so no cumulative impacts would be created from the approved cannabis cultivation or yurt/farm stay operation.*

- 6) Economic impacts to the community and the County such as the number and quality of jobs created, and/or other economic contributions made by the proposed operation.

*The proposed project will generate an incremental increase in cannabis taxes.*

The Board has the authority to deny an application that meets any of the following criteria (MCC 5.60.080(D)):

1. The applicant has knowingly made a false statement of material fact, or has knowingly omitted a material fact, from the application.
2. A previous cannabis operations permit issued under this Chapter for an operation involving the same applicant or owner has been revoked by the County within the two (2) years preceding the date of the application and all opportunities for appeal of that determination have been exhausted or the time in which such appeals could have been filed has expired.
3. The applicant or any owner has been determined, by an administrative hearing body or a court of competent jurisdiction to have engaged in commercial cannabis activities in violation of State or local law and all

opportunities for appeal of that determination have been exhausted or the time in which such appeals could have been filed has expired.

None of the above conditions for denial exist at this time.

This staff report has been reviewed by the Community Development Director.

**ATTACHMENTS**

- A. Site Plan**
- B. Staff Report – Use Permit 19-008**

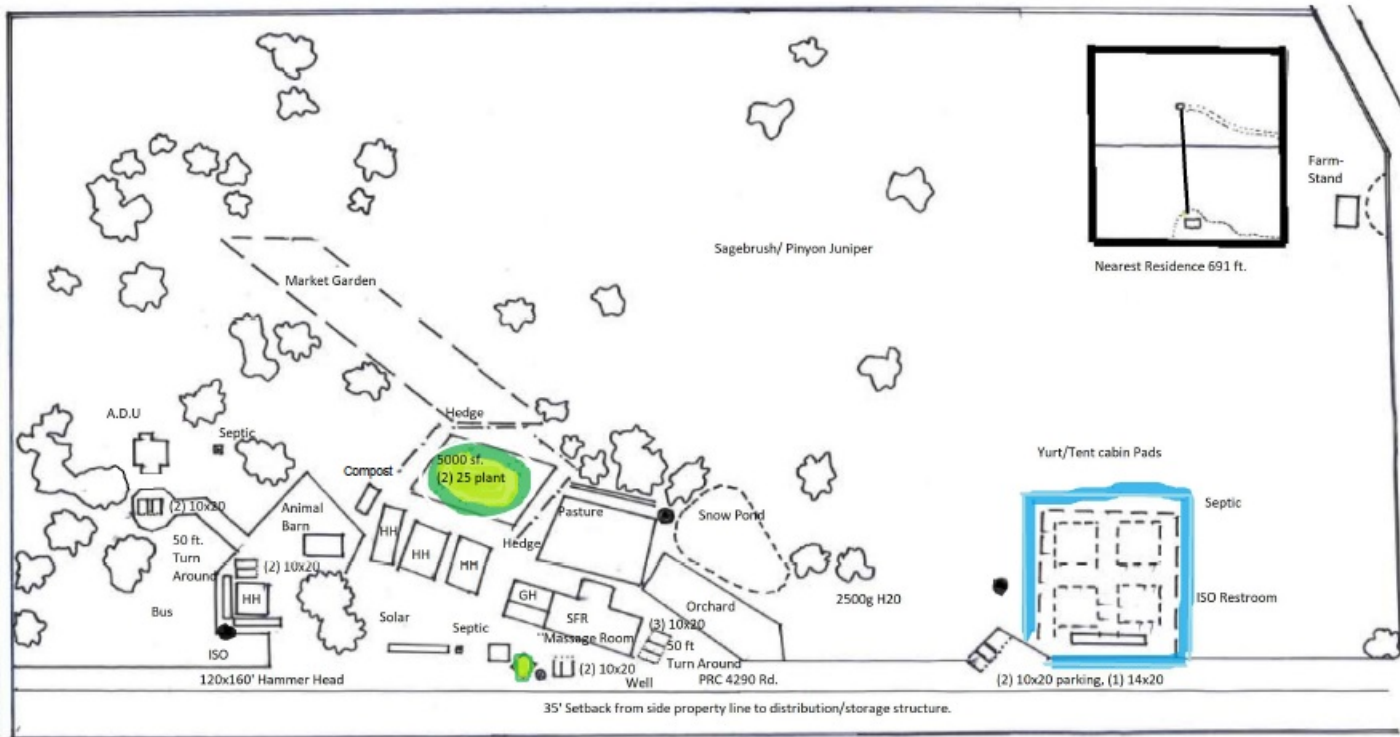
**Conditions of Approval**  
**Commercial Cannabis Distribution Operation Permit 19-007/Shanti, Co. LLC**

1. The operation shall comply with all County department regulations including, but not limited to, the Mono County Sheriff's Department, Public Health Department, Environmental Health Department, Public Works Department, Community Development Department, and Treasurer - Tax Collector's Office.
2. The operation shall comply with all rules and regulations established in Mono County Code, the Mono County General Plan, and all applicable state laws.
3. This permit is nontransferable and shall terminate upon expiration or subsequent termination, or change in property ownership, or when more than fifty percent of the corporate stock, partnership interest or other business interest is transferred.
4. This permit is only valid when a Use Permit exists for the property. This permit shall become invalid if the Use Permit for the property is revoked.
5. Prior to commencing operation, the applicant shall obtain a state cannabis cultivation license, Mono County Business License, and a Mono County Tax Certificate.
6. Prior to commencing operation, the applicant shall complete a Mono County LiveScan and receive affirmation from the Sheriff's Office to commence operation.
7. The applicant must provide proof of the state-issued annual license when available.
8. The County, its agents, and employees may seek verification of the information contained in this permit and the associated application.
9. The business shall be subject to an annual inspection performed to ensure compliance with County Code 5.60.120. Failure to pass the annual inspection prior to the August 31 may result in denial of the renewal application.
10. The operation shall operate only in accordance with the application and all corresponding plans reviewed and approved by the County.
11. This permit shall expire August 31, 2020 (unless renewed or revoked in accordance with Mono County Code Chapter 5.60).
12. Renewal/modifications must be received by August 1 accompanied by the required renewal/modification fee. If any of the documentation and information supplied by the applicant pursuant to Section 5.60.070 has changed or will change since the grant of this permit, the applicant shall submit updated information and documentation with the application for renewal and shall provide such other information as the Director may require. If an applicant fails to submit the renewal form and all associated fees thirty (30) days before August 31, the applicant will be required to submit a new application under section 5.60.070.

AG L.U.D.  
 20 acres  
 .013% total disturbance

1322.09 ft wide

657.88 f long



CEQA 15301, via existing Prop 215 circa 2006.

Existing: SFR, Green house, Hoop houses, compost, animal barn, market garden, prop 215, ISO, bus, distribution & processing, massage room, parking spaces, septic, well, solar.  
 11 parking spaces minimum 10x20, 1 access space 14x20 min  
 Proposed: Yurt pad, ISO, commercial (2) 25 plant cannabis grows.

Circulation provides (2) 50ft. turn arounds near residence, and hammer head turn around near distribution. 120'x160' hammer head

LEGEND:

● - 2500g tank.

5000 s.f. disturbed prop 215 area change of use to (2) 25 plant grows, or (1) 50 plant grow, A/M. Self Distribution.

Yurt/Tent cabin site and ISO storage container rest-room/storage.

Scale: 50'

SHANTI CO		
SCALE:	APPROVED BY:	DRAWN BY:
DATE: 8.14.19	REVISED:	
SITE PLAN		
APN 13-210-24		DRAWING NUMBER 2



# Mono County Community Development Department

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

## Planning Division

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

October 17, 2019

To: Mono County Planning Commission

From: Bentley Regehr, Planning Analyst

Re: Use Permit 19-008/Shanti Co. LLC Commercial Cannabis Cultivation

### Recommendation

It is recommended the Planning Commission take the following actions:

1. Find that the project qualifies as an Exemption under CEQA guideline 15301 and instruct staff to file a Notice of Determination;
2. Make the required findings as contained in the project staff report; and
3. Approve Use Permit 19-008 subject to Conditions of Approval.

### Background

In November 2016, California voters approved the Adult Use of Marijuana Act (Proposition 64) to legalize adult use of marijuana (in addition to medical uses that were legalized in 1996). Every precinct in Mono County passed Proposition 64 with margins as low as 1.4% in the Bridgeport area to a high margin of approximately 30% in the Mono Basin, June Lake, and Wheeler Crest areas.<sup>1</sup> The state's legalization of adult use marijuana presented local jurisdictions with several choices for regulating the new industry: 1) ban cannabis activities in whole or part; 2) adopt local regulations for cannabis activities; or 3) remain silent and defer to state laws and regulations.

Mono County conducted a community-based planning effort for feedback on the most appropriate regulatory approach and, ultimately, to develop policies and regulations for legalized cannabis activities. In 2017, the following 12 Regional Planning Advisory Committee (RPAC) meetings and outreach sessions were conducted: two in Antelope Valley, three in Bridgeport, one in June Lake, two in the Mono Basin, two in Long Valley, and two in Tri-Valley. Three workshops were held with the Planning Commission, and feedback from the Commission and RPACs were incorporated into the development of the policies. Concurrently, the Cannabis Joint Committee, which is comprised of 10 County departments/divisions, reviewed the policies and public feedback, and provided additional input that was incorporated as policies were developed.

At a formally noticed public hearing in October 2017, the Commission recommended General Plan policies pertaining to cannabis activities for adoption by the Board. The Board of

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<sup>1</sup> For clarification, the margin represents the amount over and above the 50% +1 required for passage of the proposition.

Supervisors held five workshops, including one with the Town of Mammoth Lakes and one specific to cannabis taxation, to consider the public feedback received through RPAC, Planning Commission, and Joint Committee discussions, and provide direction to staff. In December 2017, the Board held a public hearing adopting the General Plan policies recommended by the Planning Commission.

Following the adoption of guiding policies, specific regulations in both the General Plan and Mono County Code were developed through another community-based planning effort. The RPACs again held a total of 12 meetings where cannabis regulations were discussed: two in Antelope Valley, three in Bridgeport, two in the Mono Basin, one in June Lake, two in Long Valley, and two in the Tri-Valley. The Planning Commission also again held three workshops to both incorporate RPAC feedback into the regulations and provide additional input and direction to staff, and the staff-level Cannabis Joint Committee provided additional feedback.

The Commission made a recommendation to the Board to adopt new regulations in March 2018. The Board of Supervisors heard two minor updates and held four discussions on cannabis taxation, in addition to three workshops on cannabis regulations where specific policy issues were considered. The Board adopted the new General Plan and Mono County Code regulations at a formal public hearing on April 17, 2018.

In addition to the structured public engagement process above, the public is always welcome to directly contact Community Development Department staff and Mono County Supervisors via phone or email, or to schedule an in-person meeting to share comments, concerns, and input. Attendance at public meetings and speaking in public is not necessary in order to provide feedback.

## **Project Description**

UP 19-008/Shanti Co. is a proposal for commercial cannabis cultivation on a 20-acre parcel located at 100 N. Bodie Hills Drive in the Mono Basin planning area (APN 013-210-024). The property is designated Agriculture (AG), which allows for commercial cannabis cultivation subject to Use Permit and Operation Permit (Mono County Code 5.60).

The proposal is for up to 50 commercial cannabis plants located on a 5,000-square foot disturbance area. The disturbance area is currently occupied by up to 99 medical cannabis plants, permitted through Proposition 215. The existing cannabis plants will be replaced by the proposed commercial grow and the disturbance area will not expand beyond its current footprint. The total canopy area for each cannabis plant will be approximately 10 square feet, for a total canopy area of up to 500 square feet. Ground not planted with cannabis will have a cover crop.

The existing building proposed for processing will not have structural modifications. The building will be used for drying, trimming, packaging, labeling, and storage. A carbon filtration unit will be added to the building to reduce the emission of odor.

The property has several other existing and proposed uses:

<b>Table 1: Existing and Proposed Uses, Other Than Cannabis</b>		
<b>Use</b>	<b>Existing?</b>	<b>Approval</b>
Single Family Residence (2,000 s.f.)	Yes	Permitted by-right*
Accessory Dwelling Unit (1,129 s.f.)	No	Director Review 17-015
Farm-stay yurts (4)	No	Use Permit 18-002
Kitchen to serve yurt guests (900 s.f.)	Yes	Use Permit 18-002
Massage room for guests (200 s.f.)	Yes	Use Permit 18-002
Hoop Houses used for produce (4)	Yes	Permitted by-right*
Greenhouse for produce	Yes	Permitted by-right*
Farm stand (200 s.f.)	No	Permitted by-right*
Market Garden for Mixed Vegetables (2 x 10,000 s.f.)	Yes	Use Permit 18-002
Livestock Barn	No	Permitted by-right*

*\*Through Agriculture (AG) Land Use Designation*

All applications for commercial cannabis activity must be approved through a Conditional Use Permit (CUP) process. A CUP for cannabis cultivation must demonstrate adequate plans for site control, setbacks, odor control, signage, visual screening, lighting, parking, and noise, as presented in this report.

The project qualifies for a 15301 CEQA exemption. The project does not propose expansion of current disturbance areas and does not have any significant environmental effects, including those peculiar to cannabis operations.

### **Project Setting**

The project is located in the Mono Basin north of Highway 167, gaining access from Cottonwood Canyon Road. Rural Residential (RR) parcels surround the property on the south, west, and north boundaries. To the east of the property is a 300-acre Resource Management (RM) parcel. The nearest residence is approximately 700 feet to the south from the proposed grow area. Other nearby residences include single family homes 1,300 feet to the north and 1,800 feet to the west, respectively. The property is located outside the Mono Basin Scenic Area.

**Figure 1: Location of parcel, 100 N Bodie Hills Dr, APN 013-210-024**



**Figure 2: Location of parcel relative to Mono Basin Scenic Area**

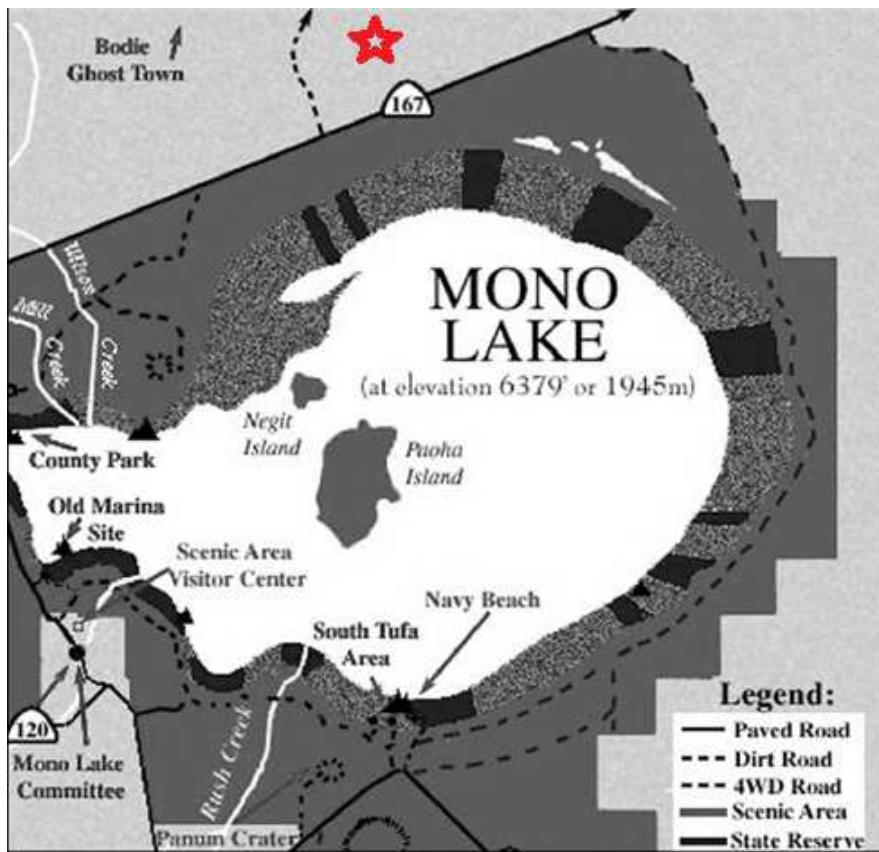


Figure 3: Grow site, looking southwest



Figure 4: Hedge row visual screening, looking southeast





### **Land Development Technical Advisory Committee (LDTAC)**

The LDTAC reviewed the application on September 3, 2019 and recommended application acceptance. LDTAC reviewed draft Conditions of Approval on October 7, 2019.

### **CEQA Compliance**

The project qualifies for a Class 1 categorical exemption. Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The proposal does not include an expansion of use, as the disturbance area will remain the same and the maximum number of cannabis plants will be reduced from 99 to 50. Commercial cannabis plants do not represent a significant change over the existing plants used for medical purposes. The total canopy area will not be expanded and will not exceed 500 square feet. The processing building will not be expanded, and no structural modifications will occur. A cover crop will reduce bare ground to prevent dust impacts. The addition of a carbon filtration system will not require modifications to the building.

Elements related to Use Permit 18-002 were permitted through an addendum to the 2015 General Plan EIR.

### **General Plan Consistency**

The project is consistent with General Plan Land Use Designation policies, Countywide Land Use policies, and Mono Basin Area Plan policies contained in the Mono County General Plan

Land Use Element. Use Permit approval for commercial cannabis also requires compliance with Chapter 13, Mono County Cannabis Regulations.

The General Plan land use designation for this property is Agriculture (AG), which allows for commercial cannabis cultivation subject to Use Permit and Operation Permit. The “AG” designation is intended to preserve and encourage agricultural uses, to protect agricultural uses from encroachment from urban uses, and to provide for the orderly growth of activities related to agriculture.

## **Mono County Land Use Element, Countywide Land Use Policies**

### **Objective 1.G.**

*Protect open space and agricultural lands from conversion to and encroachment of developed community uses.*

**Policy 1.G.1.** *Protect lands currently in agricultural production.*

The project maintains and enhances the parcel’s agricultural use and does not encroach on the communities on Mono City and Lee Vining.

**Objective 1.L.** *Provide for commercial cannabis activities in Mono County in a way that protects public health, safety, and welfare while also taking advantage of new business and economic development activities.*

**Policy 1.L.3.** *Avoid, reduce, and prevent potential issues specific to commercial cannabis activities that may adversely affect communities.*

The project is subject to Chapter 13, Cannabis Regulations and requires a Conditional Use Permit aimed at ensuring no significant impacts to the community are incurred, including those related to odor control, visuals, lighting, and noise. See analysis of compliance with Chapter 13 below.

**Policy 1.L.4.** *In recognition of the potential economic benefits of this new industry, encourage the responsible establishment and operation of commercial cannabis activities.*

The project has potential benefits to Mono County’s economy, including contribution to the County’s tax base.

## **Mono County Land Use Element, Mono Basin Community Plan Policies**

GOAL 11. Grow a sustainable local economy with diverse job opportunities that offers year-round employment and wages that reflect the cost of living in the area.

### **Objective 11.A.**

Plan for a diversified, sustainable economy.

**Policy 11.A.1.** *Achieve a more-diversified economy and employment base consistent with the small-town, rural nature of the Mono Basin.*

**Objective 11.C.**

Diversify the existing economic base and employment opportunities to achieve a more-sustainable economy.

**Policy 11.C.2.** *Encourage and support new business development and entrepreneurial efforts that contribute to a mix of uses and services, and a wider range of employment opportunities.*

**Policy 11.C.6.** *Encourage locally produced goods and services, including food production for local consumption of locally produced food.*

The project diversifies the Mono Basin’s economy and provides locally produced goods, while maintaining the rural character of local businesses. There are no other existing commercial cannabis cultivation sites in the Mono Basin.

## **Compliance with Mono County General Plan Chapter 13, Cannabis Regulations**

In addition to General Plan policies and regulations, commercial cannabis activities shall comply with Chapter 13. The following general standards and requirements apply to all commercial cannabis activities permitted in the county:

**13.070 C. Site Control.**

*No commercial cannabis activity shall be allowed within six hundred (600) feet of schools providing instruction to kindergarten or any grades 1 through 12, day care or youth centers, parks, ballfields, playgrounds, libraries, community centers, and licensed childcare facilities.*

None of the above-mentioned facilities are located within 600 feet of the site. The project site is over six miles from Mono City and fourteen miles from Lee Vining.

**Figure 5: Location in relation to sensitive receptors**





#### **13.070 D. Setbacks.**

*All commercial cannabis activities shall meet existing setbacks established in General Plan Chapter 4 – Land Use Designations and 4.120 Yards and Setbacks.*

The project meets all setbacks for the Agriculture (AG) Land Use Designation, which are set at 50' front, 50' side, 50' rear for primary structures and 50' front, 30' side, 30' rear for accessory structures. See Attachment 2: Site Plan for illustration of setbacks.

#### **13.070 E. Odor Control.**

*An odor mitigation plan is required to demonstrate that odors generated by the commercial cannabis activity shall not unreasonably impact adjacent properties and uses, or that odor mitigation measures are not applicable due to lack of cannabis-related odor generation, location or siting, design features, or other factors.*

Cannabis-related odor generation will be mitigated through multiple avenues. The project site is located in a rural area and surrounded by large parcels a minimum of 20 acres. The site is at least 700 feet from the nearest residence.

Odors may vary substantially based on the type of crop, peak concentrations, atmospheric conditions, and topography. The project will utilize a feminized auto pollinator to reduce drift and stature. The outdoor crop will also limit the creation of sulfur compounds through the use of natural lighting and will not induce artificial stress through light and temperature. A 4-6' hedge of raspberry and goji berry bushes, among other plants, and surrounding mixed crops will further

mask cannabis-generated odors. A misting system will be used on the outdoor crop to reduce the drift of odor.

The processing building will contain a 30 cfs (cubic feet/second) carbon filtration system. The system will be replaced each season or at saturation.

**13.070 F. Signage.**

*A Sign Plan shall be required to demonstrate compliance with General Plan Land Development Regulations, Chapter 4.190 Signs, and Chapter 7 Signs.*

The project does not propose any signage.

**13.070 G. Visual Screening.**

*All Cannabis, Cannabis Products and Cannabis Accessories shall be screened from view from a public right of way to the best of the Permittee’s ability.*

Visual screening will occur primarily through vegetative screening. The proposal includes the addition of a hedgerow along the perimeter of the grow site consisting of annual sunflowers, amaranth, and cover-crop (clover, vetch, summer alfalfa), and perennial plantings of goji berry, currant, apple, and grapes. Existing vegetation aiding in screening includes lilacs, an apple orchard, grape vines, and pinyon-juniper stands surrounding the grow area. The use of auto pollinator hybrid strains will limit the stature of the cannabis plants and further reduce visual impact.

The project is located outside the Mono Basin Scenic Area and is more than 2,500 feet from Highway 167.

**13.070 H. Lighting.**

*All commercial cannabis activities shall comply with General Plan Land Use Element Chapter 23 – Dark Sky Regulations regardless of activity type or Premise location.*

The outdoor grow site will use natural lighting only. Exterior lighting on the property will comply with Chapter 23, Dark Sky Regulations.

**13.070 I. Parking.**

*A Parking Plan depicting availability and requirements for parking shall be submitted. The Plan shall demonstrate the provision of adequate on-site parking for all employees and allow for loading and unloading.*

The proposal does not include additional employees or visitation from off-site services and therefore will not require parking spaces beyond the spaces needed for existing uses. The property contains 12 parking spaces, as shown on the site plan (Attachment 2). Parking requirements for existing uses are as follows:

<b>Table 2: Required Parking for Existing Uses</b>		
<b>Use</b>	<b>Standard</b>	<b>Provided Spaces</b>
Yurts (4)	One space per sleeping room plus one space for each two	6

	employees on largest shift	
Farm Stand (200 s.f.)	One space for each 200 sq. ft. of gross leasable floor area	1
Massage Room (200 sf)	One space for each 200 sq. ft. of gross leasable floor area	1
Primary Residence	2 spaces	2
Accessory Dwelling Unit	2 spaces	2
<b>Total</b>	<b>12 required</b>	<b>12</b>

The site has sufficient space for loading and unloading at the cultivation site and processing building.

**13.070 J. Noise.**

*Noise generation shall comply with the Mono County General Plan Noise Element and Mono County Code, Chapter 10.16.*

The project is not expected to generate noise beyond that of similar existing agriculture operations on the property and surrounding properties.

**Notice of Public Hearing**

A public hearing notice was published in the October 3, 2019 issue of the Mammoth Times and the October 5, 2019 issue of The Sheet (Attachment 3) and was mailed to surrounding property owners within 300 feet of the proposed project. At the time of this staff report no public comment was received.

**Use Permit Findings**

In accordance with Mono County General Plan, Chapter 32, Processing-Use Permits, the Planning Commission may issue a Use Permit after making certain findings.

Section 32.010, Required Findings:

- 1. All applicable provisions of the Mono County General Plan are complied with, and the site of the proposed use is adequate in size and shape to accommodate the use and to accommodate all yards, walls and fences, parking, loading, landscaping and other required features because:*

The project complies with all applicable provisions of the Mono County General Plan. The site is adequate in size to accommodate parking, loading, visual screening, and all setbacks and requirements for the Agriculture (AG) Land Use Designation (LUD), as shown in the site plan (Attachment 2).

2. *The site for the proposed use related to streets and highways is adequate in width and type to carry the quantity and kind of traffic generated by the proposed use because:*

The parcel is accessed by Bodie Hills Drive via Cottonwood Canyon Road and Highway 167. The proposal does not include an increase in employees or off-site services. The proposal is not expected to generate significant additional vehicle trips.

3. *The proposed use will not be detrimental to the public welfare or injurious to property or improvements in the area in which the property is located because:*

The project is consistent with the rural character of the Mono Basin. Setbacks, visual screening, and odor mitigation proposed for the project will reduce impacts to surrounding property owners. The proposed 50 cannabis plants and 250 square feet of canopy area are a reduction from the 99 medical plant grow currently allowed on the site and will not produce any significant impacts beyond those created by existing conditions. The project is located over fourteen miles from sensitive receptors in the community of Lee Vining, including schools and the community center.

4. *The proposed use is consistent with the map and text of the Mono County General Plan because:*

- a. The proposed use is consistent with the General Plan and the Mono Basin Community Plan (see discussion in the General Plan Consistency section above).
- b. Outdoor commercial cannabis cultivation is permitted in agriculture land use designations, given they meet the criteria set forth by Chapter 13 and subject to Mono County Code 5.60.
- c. The project is located within the Mono Basin Planning Area. The Mono Basin Community Plan encourages businesses that create diversity, while being consistent with the rural character of the area.

## **ATTACHMENTS**

- Attachment 1: Notice of Decision
- Attachment 2: Site Plan
- Attachment 3: Public Hearing Notice

**MONO COUNTY**  
**Planning Division**

**DRAFT NOTICE OF DECISION & USE PERMIT**

**USE PERMIT:** 19-008

**APPLICANT:** Shanti, Co. LLC

**ASSESSOR PARCEL NUMBER:**

**PROJECT TITLE:** Shanti, Co. LLC Cannabis Cultivation

**PROJECT LOCATION:** 100 N Bodie Hills Drive, Mono Basin

**CONDITIONS OF APPROVAL**  
See attached Conditions of Approval

ANY AFFECTED PERSON, INCLUDING THE APPLICANT, NOT SATISFIED WITH THE DECISION OF THE COMMISSION, MAY WITHIN TEN (10) DAYS OF THE EFFECTIVE DATE OF THE DECISION, SUBMIT AN APPEAL IN WRITING TO THE MONO COUNTY BOARD OF SUPERVISORS.

THE APPEAL SHALL INCLUDE THE APPELLANT'S INTEREST IN THE SUBJECT PROPERTY, THE DECISION OR ACTION APPEALED, SPECIFIC REASONS WHY THE APPELLANT BELIEVES THE DECISION APPEALED SHOULD NOT BE UPHELD AND SHALL BE ACCOMPANIED BY THE APPROPRIATE FILING FEE.

**DATE OF DECISION/USE PERMIT APPROVAL:** October 17, 2019

**EFFECTIVE DATE USE PERMIT:** October 31, 2019

This Use Permit shall become null and void in the event of failure to exercise the rights of the permit within one (1) year from the date of approval unless an extension is applied for at least 60 days prior to the expiration date.

Ongoing compliance with the above conditions is mandatory. Failure to comply constitutes grounds for revocation and the institution of proceedings to enjoin the subject use.

**MONO COUNTY PLANNING COMMISSION**

**DATED:** October 17, 2019

cc:  X  Applicant  
 X  Public Works  
 X  Building  
 X  Compliance

**CONDITIONS OF APPROVAL**

Use Permit 19-008/Shanti, Co. Cannabis Cultivation

1. All development shall meet requirements of the Mono County General Plan, Mono County Code, and these project conditions.
2. Project shall comply with Chapter 13, Cannabis Regulations.
3. The project is required to obtain a Mono County Cannabis Operations Permit pursuant to Mono County Code 5.60 and appropriate state licensing and approvals prior to commencing operation. A copy of state licenses shall be provided to the Mono County Community Development Department.
4. The project shall be in substantial compliance with the project description and the site plan (Attachment 2) of the staff report.
5. There shall be no expansion of cannabis uses, and the disturbance area shall not exceed 5,000 square feet, without approval from the Mono County Planning Commission.
6. Applicant must maintain active business license and tax certificate requirements.

7. Project shall comply with all Mono County Building Division, Public Works, and Environmental Health requirements.
8. If any of these conditions are violated, this permit and all rights hereunder may be revoked in accordance with Section 32.080 of the Mono County General Plan, Land Development Regulations.



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

**REGULAR AGENDA REQUEST**

Print

**MEETING DATE** December 17, 2019

**Departments: Community Development**

**TIME REQUIRED** 30 minutes

**PERSONS APPEARING BEFORE THE BOARD** Bentley Regehr

**SUBJECT** Shanti, Co. Operation Permit - Cannabis Cultivation

**AGENDA DESCRIPTION:**

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

Review of Cannabis Operation Permit 19-004 for cultivation. The proposal is for commercial cannabis cultivation on a 20-acre parcel located at 100 N. Bodie Hills Drive in the Mono Basin planning area (APN 013-210-024). The property is designated Agriculture (AG), which allows for commercial cannabis cultivation subject to Use Permit and Operation Permit (Mono County Code 5.60).

**RECOMMENDED ACTION:**

1. Find that the project qualifies as an exemption under CEQA guideline 15301 and file a Notice of Exemption. 2. Make the required findings pursuant to Mono County Code Chapter 5.60 and approve Cannabis Operation Permit 19-004 for cultivation subject to the findings and conditions as recommended or with desired modifications.

**FISCAL IMPACT:**

The proposed project will generate an incremental increase in cannabis taxes.

**CONTACT NAME:** Bentley Regehr

**PHONE/EMAIL:** 7609244602 / bregehr@mono.ca.gov

**SEND COPIES TO:**

**MINUTE ORDER REQUESTED:**

YES  NO

**ATTACHMENTS:**

<b>Click to download</b>
<input type="checkbox"/> <a href="#">Staff Report</a>
<input type="checkbox"/> <a href="#">Shanti, Co Site Plan</a>
<input type="checkbox"/> <a href="#">Use Permit 19-008 Staff Report</a>

History



<b>Time</b>	<b>Who</b>	<b>Approval</b>
11/26/2019 2:49 PM	County Administrative Office	Yes
12/5/2019 2:27 PM	County Counsel	Yes
12/4/2019 3:04 PM	Finance	Yes

# Mono County Community Development Department

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PO Box 347  
Mammoth Lakes, CA 93546  
760.924.1800, fax 924.1801  
commdev@mono.ca.gov

## Planning Division

PO Box 8  
Bridgeport, CA 93517  
760.932.5420, fax 932.5431  
[www.monocounty.ca.gov](http://www.monocounty.ca.gov)

Date: December 17, 2019

To: **Honorable Mono County Board of Supervisors**

From: Bentley Regehr, Planning Analyst

Re: **Cannabis Operation Permit 19-004/Shanti, Co. LLC Cannabis Cultivation**

### RECOMMENDATION

1. Find that the project qualifies as an exemption under CEQA guideline 15301 and file a Notice of Exemption.
2. Make the required findings pursuant to Mono County Code Chapter 5.60 and approve Cannabis Operation Permit 19-004 subject to the findings and conditions as recommended or with desired modifications.

### FISCAL IMPACT

The proposed project will generate an incremental increase in cannabis taxes.

### BACKGROUND

In June 2017, California Senate Bill 94 was passed, consolidating the provisions of the Medical Cannabis Regulation and Safety Act and Proposition 64 (passed by voter approval in the November 2016 election) into what is now known as the Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA). The Act creates a framework for the regulation of commercial medicinal and adult-use cannabis in California. The margin of support for Proposition 64 in the Mono Basin was 30.6%, among the highest values in the county and exceeding the county's average margin of support of 23.2%.

Three state authorities were authorized for the oversight and State permitting of cannabis businesses: The Bureau of Cannabis Control is the lead agency for retailers, distributors, testing labs, microbusinesses, and temporary cannabis events; CalCannabis, a division of the California Department of Food and Agriculture, has oversight of cultivation; and the Manufactured Cannabis Safety Branch, a branch of the California Department of Public Health, regulates all commercial cannabis manufacturing. Each licensing authority requires an operator to receive local approval prior to applying for state licensure.

To develop specific local cannabis regulations, two rounds of public outreach were conducted via the Regional Planning Advisory Committees (RPACs) from March to August 2017. The Board of Supervisors held four public workshops beginning March 2017, and the Planning Commission held a workshop on September 21, 2017, for input and direction on policy issues raised by public outreach and other public comment. On December 5, 2017, General Plan Amendment (17-03) was adopted by Resolution R17-88, establishing policies for commercial cannabis activity by changing and adding text to the Land Use Element and Conservation/Open Space Element of the Mono County General Plan.

Primary discussion for cannabis regulations in Lee Vining occurred at the March 2017 Mono Basin RPAC meeting. Staff requested input on a variety of aspects related to operation of cannabis businesses, including the buffer from sensitive facilities (schools, parks, libraries, and the Community Center). A 600' buffer is the minimum standard, based on State regulations. A 1000' buffer was discussed but was not specifically recommended by the Mono Basin RPAC and no other buffer distances were suggested. The only exception to the 600' buffer in the county based on RPAC

discussion is the additional buffer surrounding the commercial corridor in Crowley Lake. The proposed project meets both a 600' and 1000' buffer.

In January and February 2018, the Planning Commission continued to review specific regulations to govern cannabis activity. These regulations were consolidated into a new General Plan chapter, Chapter 13, Commercial Cannabis Activities, and Mono County Code (MCC) Chapter 5.60, Cannabis Operations. On April 17, 2018, the Board approved General Plan Amendment 18-01 which included General Plan Chapter 13 and adopted MCC Chapter 5.60.

The chapters established a two-permit system for local cannabis businesses: A Conditional Use Permit for the property's land-use entitlement, and a subsequent Cannabis Operation Permit for the business. While the Conditional Use Permit runs with the land, the Operation Permit is unique to the business and expires annually. A separate cannabis Operation Permit is required for each type of cannabis activity carried out on or at the premises regardless of ownership.

Pursuant to California Business and Professions Code Section 26000, et seq., a valid license issued by the state shall be required to operate any commercial cannabis activity within the County.

## **ENVIRONMENTAL REVIEW**

The project qualifies for a Class 1 categorical exemption (CEQA Guideline 15301). Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The proposal does not include an expansion of use, as the disturbance area will remain the same and the maximum number of cannabis plants will be reduced from 99 to 50. Commercial cannabis plants do not represent a significant change over the existing plants used for medical purposes. The total canopy area will not be expanded and will not exceed 500 square feet. The processing building will not be expanded, and no structural modifications will occur. A cover crop will reduce bare ground to prevent dust impacts. The addition of a carbon filtration system will not require modifications to the building.

## **DISCUSSION**

The proposal is for commercial cannabis cultivation on a 20-acre parcel located at 100 N. Bodie Hills Drive in the Mono Basin planning area (APN 013-210-024). The property is designated Agriculture (AG), which allows for commercial cannabis cultivation subject to Use Permit and Operation Permit (Mono County Code 5.60). The project also proposes commercial cannabis distribution, which is required to be approved through a separate Operation Permit.

The proposal is for up to 50 commercial cannabis plants located on a 5,000-square foot disturbance area. The disturbance area is currently occupied by up to 99 medical cannabis plants, pursuant to Proposition 215. The existing cannabis plants will be replaced by the proposed commercial grow and the disturbance area will not expand beyond its current footprint. The total canopy area for each cannabis plant will be approximately 10-square feet, for a total canopy area of up to 500-square feet. Ground not planted with cannabis will have a cover crop.

The proposal will initially be a single plot consisting of a 25-plant commercial adult grow. The operation may then expand to include a second 25-plant plot. The second plot will be a commercial grow for either medicinal or adult cannabis. The applicant is required to advise the Mono County Community Development Department of the type of grow before use of the second plot. Use Permit 19-008 allows for up to 50 commercial cannabis plants. Expansion beyond 50 plants requires a permit modification.

The existing building proposed for processing will not have structural modifications. The building will be used for drying, trimming, packaging, labeling, and storage. A carbon filtration unit will be added to the building to reduce the emission of odor.

The project site is over six miles from Mono City and fourteen miles from Lee Vining. Surrounding properties are all at least 20-acres in size and are a mix of Agriculture (AG) and Rural Residential (RR). The nearest residence is over 700 feet from the grow site. There are no other commercial cannabis cultivation businesses located in the Mono Basin.

A Conditional Use Permit for the project was approved at the October 17, 2019, Planning Commission meeting and modified at the November 21, 2019, Planning Commission meeting to include commercial cannabis distribution as a use. Approval of the Use Permit thereby satisfies MCC 5.60.040(C). The Commission found that the project was consistent with the requirements of Chapter 13 of the General Plan, including the project's location, site, odor mitigation, signage, visual screening, lighting, parking, and noise generation.

The applicant, Mr. Jake Suppa, does not currently operate any other commercial cannabis businesses. He is a resident and employee of Mono County. Mr. Suppa is the sole owner and operator of Shanti, Co. LLC. Non-cannabis permitted uses on the property include a single family residence, a 1-129-square foot accessory dwelling unit, four farm-stay yurts and kitchen for guests, a massage room for guests, two 10,000-square foot gardens for mixed gardens, livestock barn, and a greenhouse and hoop houses used for produce (see Attachment B - Site Plan).

The property has the land use designation Agriculture and cannabis cultivation is permitted subject to a Use Permit and Operation Permit under MCC Ch. 5.60. MCC 5.60.070 lists the application requirements for obtaining a Cannabis Operation Permit. The applicant has provided all required materials for this application to be processed. Internal staff routing has verified completeness and acceptance of the application. The following departments have also provided review of the project and have deemed it acceptable: Inyo Mono Agriculture Commissioner; Environmental Health; Public Health; Solid Waste; Sheriff's Office; and Community Development.

### **Operating plan – MCC 5.60.070(B)(13)**

The applicant is required to submit an operating plan detailing proposed activity, products, processes, inventory procedures, employee training, hours of operation, and quality control procedures.

- The proposed activity is commercial cannabis cultivation of up to 50 plants on a 5,000-square foot disturbance area. The proposal will begin with a 25-plant adult grow. A second plot may be added consisting of 25 plants for either Adult or Medicinal use.
- The total canopy area for 50 plants will be approximately 500-square feet.
- All plants will be started from a seed and soil based approach.
- A 4-6' hedge of raspberry and goji berry bushes, among other plants, and surrounding mixed crops will create a visual barrier and help mask cannabis-generated odors.
- The grow will utilize a feminized auto pollinator to reduce drift and stature.
- The creation of sulfur compounds will be limited through the use of natural lighting and the grow will not induce artificial stress through light and temperature.
- A misting system will be used on the outdoor crop to reduce the drift of odor.
- A cover crop will be planted to reduce bare ground to prevent dust impacts.
- The products of this project are limited to adult-use cannabis flower and plant material. No manufacturing will take place.
- The processing shed will be fitted with a 30 cfs (cubic feet/second) carbon filtration system. The system will be replaced each season or at saturation.
- Drying, trimming, packaging, labeling, and storage of the plants will occur solely in the processing shed.
- Daily field inspections for quality control will be conducted, checking the Leaf Area Index of each crop and analyzing for any signals of stress or pests.
- There will be no synthetic fertilizers, terpenes, or pesticides used.
- All cannabis flower will be stored in a secured storage area until sold and transported.
- Concurrent with harvest, samples will be sent to a state sanctioned laboratory.
- Products will be locally distributed in prepackaged quantities with all State tamper proof packaging and labelling.
- The products will be sold direct sale, with all levels of cultivation, distribution, testing, and delivery being handled as a sole proprietorship.
- Operation hours will generally be between dawn to dusk. The operation will not be open to the public.
- The 24-hour emergency contact and community relations contact listed is Jake Suppa; telephone number (760) 914-0003, and email address shantico13@gmail.com.

- Age Verification: No persons under the age of 21 will be allowed to enter the premise.

### **Inventory Control**

The operation will use the state's track-and-trace system (METRC) to maintain inventory. All plants will have a unique identifier (UID) issued by the state. Per state requirements, the applicant is required to maintain a sufficient supply of UIDs in inventory to support tagging in accordance with state regulation. Cannabis will be harvested and processed on the premise and then taken to a secure storage area until ready for distribution.

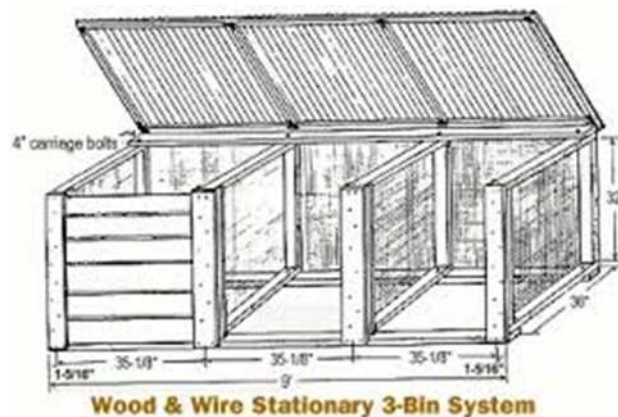
All cannabis is required to be entered into the track-and-trace system by the licensee starting with seed, cannabis which has been propagated onsite or purchased from a licensed nursery, or seedling purchased from a license nursery. The UID will accompany the cannabis products through all phases of the growing cycle, including waste.

The Applicant will use its METRC system to document:

1. Inventory, acquisitions, harvests, sales, disbursements, designation and disposal of unusable cannabis.
2. Any destruction of plants.
3. Each batch of cannabis cultivated, including:
  - a. The batch number;
  - b. The number of cannabis seeds or cannabis cuttings planted;
  - c. The date the cannabis seeds or cuttings were planted;
  - d. The list of all chemical additives, including, without limitation, pesticides, herbicides and fertilizers used in the cultivation;
  - e. The number of plants grown to maturity.
4. At harvest, the METRC system will document, without limitation:
  - a. Date of harvest;
  - b. The name and employee registration card number of the employee responsible for the harvest.

### **Waste management plan – MCC 5.60.070(B)(15)**

All cannabis waste debris will be composted on site maintained within the 100 cubic yard threshold (see depiction below). The location of the composting bin is on the site plan (Attachment A). The mixture will consist of an appropriate carbon to nitrogen ratio and moisture level to quickly process within a season. All green material is fodder or compost with no waste that will need to be removed off-site. The provider for general waste is D&S, with tote and dumpster service.



The waste management plan is in compliance with Title 3, Section 8108 and 8308 of the California Code of Regulations, and has been approved by the County's Solid Waste Superintendent per Mono County Code 5.60.130.F.

### **Security plan – MCC 5.60.070(B)(16)**

The Security Plan has been reviewed by the Mono County Sherriff's Office and has been approved. Per Mono County Code 5.60.070.B(16) the security plan is confidential. California Code of Regulations does not set forth security requirements for cannabis cultivation licensees.

The applicant has completed LiveScan for both Mono County and the California Department of Food and Agriculture.

### **Analysis – MCC 5.60.080(C)**

Upon completion of staff review and internal processing, the Director shall set the matter for decision by the Approval Authority, which shall receive and consider the input and recommendations of the Sheriff, staff, the applicant and any interested persons. The Approval Authority, must make the following findings to issue the permit (Mono County Code 5.60.080(C)):

1. The commercial cannabis activity, as proposed, will comply with the requirements of state law and regulation, the Mono County General Plan, the Mono County Code and this Chapter.

*The staff report describes the applicant's operations such that they are in compliance with County regulations and the applicant has signed under Penalty of Perjury that "the applicant and all persons involved in management have the ability to comply with all laws regulating cannabis businesses in the State of California and shall maintain such compliance during the term of the permit."*

2. The property has all necessary land use entitlements as required by the Mono County General Plan or is legally exempt from such requirements.

*The applicant received a Use Permit from the Planning Commission on October 17, 2019, with modification on November 21, 2019, to include distribution as a use.*

3. The applicant has demonstrated to the satisfaction of the Approval Authority that the operation, its owners and the applicant have the ability to comply with state law and regulation, the Mono County General Plan, the Mono County Code and this Chapter.

*Through this evaluation, the applicant has demonstrated the ability to comply with state law and regulation, the Mono County General Plan, and the Mono County Code. The application has been circulated for multi-departmental review and has received approval from departments including, but not limited to, Community Development, Environmental Health, and the Sheriff's Office. Application materials were reviewed, and additional questions of the project were communicated to the applicant for further clarification which was provided by the applicant and included in this report.*

4. No applicant or owner has been convicted of a felony or a drug-related misdemeanor reclassified under Section 1170.18 of the California Penal Code (Proposition 47) within the last ten (10) years, unless the Approval Authority determines that such conviction is not substantially related to the qualifications, functions or duties of the person or activity and/or there is adequate evidence of rehabilitation of the person. A conviction within the meaning of this section means a plea or verdict of guilty or a conviction following a plea of nolo contendere.

*The applicant/owner has affirmed he has not been convicted of a felony or a drug related misdemeanor within the past ten (10) years. A Condition of Approval for this permit will be the positive recommendation from the Sheriff's Office of the applicant/owner to engage in commercial cannabis actives based on the results of the background check/LiveScan.*

5. The Approval Authority determines that issuance of the permit is in the best interests of the community, the County, and its citizens and visitors, based on the following:

- 1) The experience and qualifications of the applicant and any persons involved in the management of the proposed cannabis business:

*The applicant is a long-time resident and employee of the county, and has demonstrated an understanding of the practices associated with cannabis cultivation through the existing 99 plant medical grow. The applicant is aware of the concerns associated with this new industry and has worked to mitigate impacts, including visuals, odor, and security, to the best of his ability.*

- 2) Whether there are specific and articulable positive or negative impacts on the surrounding community or adjacent properties from the proposed cannabis business:

*No letters in opposition to this project have been received for this hearing for the Operation Permit. At the October 17, 2019, Planning Commission meeting, no public comment was received in opposition of the project.*

*The project is compatible with Mono County Land Use Element policies and Mono Basin Community Plan goals, including the preservation of agriculture and rural business, support of economic diversity, and encouragement of locally produced goods.*

*The project is located at least seven miles away from sensitive receptors as defined in Chapter 13 of the General Plan, including schools, parks, and community centers. Surrounding parcels are at least 20 acres in size and are designated Agriculture (AG) and Rural Residential (RR).*

- 3) The adequacy and feasibility of business, operations, security, waste management, odor control, and other plans or measures submitted by the applicant:

*As a cultivation business, the application adequately addresses the feasibility of business, operations, security, waste management, and odor control, as noted above. Application materials have been reviewed and approved by Environmental Health and the Sheriff's Office.*

*Public consumption is prohibited on-site and no public sales will take place at the premise. The premise will be closed to the general public. Waste materials will be in the form of plant materials. All cannabis product will be transported and sold to other California cannabis-licensed businesses.*

- 4) Whether granting the permit will result in an undesirable overconcentration of the cannabis industry in a limited number of persons or in a limited geographic area within the County:

*No other commercial cannabis cultivation businesses exist in the Mono Basin at this time. The community of Lee Vining has an approved cannabis retail business.*

- 5) Environmental impacts/benefits of the cannabis business such as waste handling, recycling, water treatment and supply, use of renewable energy or other resources, etc.:

*The proposal does not include an expansion of use, as the disturbance area will remain the same and the maximum number of cannabis plants will be reduced from 99 to 50. Commercial cannabis plants do not represent a significant change over the existing plants used for medical purposes. The total canopy area will not be expanded and will not exceed 500 square feet. The processing building will not be expanded, and no structural modifications will occur.*

*The majority of waste will be handled on site and recycled on the property for beneficiary purposes. The project will use natural lighting only and use a cover crop to reduce dust.*

- 6) Economic impacts to the community and the County such as the number and quality of jobs created, and/or other economic contributions made by the proposed operation.

*The proposed project will generate an incremental increase in cannabis taxes.*

The Board has the authority to deny an application that meets any of the following criteria (MCC 5.60.080(D)):

1. The applicant has knowingly made a false statement of material fact, or has knowingly omitted a material fact, from the application.
2. A previous cannabis operations permit issued under this Chapter for an operation involving the same applicant or owner has been revoked by the County within the two (2) years preceding the date of the application and all opportunities for appeal of that determination have been exhausted or the time in which such appeals could have been filed has expired.
3. The applicant or any owner has been determined, by an administrative hearing body or a court of competent jurisdiction to have engaged in commercial cannabis activities in violation of State or local law and all opportunities for appeal of that determination have been exhausted or the time in which such appeals could have been filed has expired.

None of the above conditions for denial exist at this time.

This staff report has been reviewed by the Community Development Director.

**ATTACHMENTS**

- A. Site Plan**
- B. Staff Report – Use Permit 19-008**



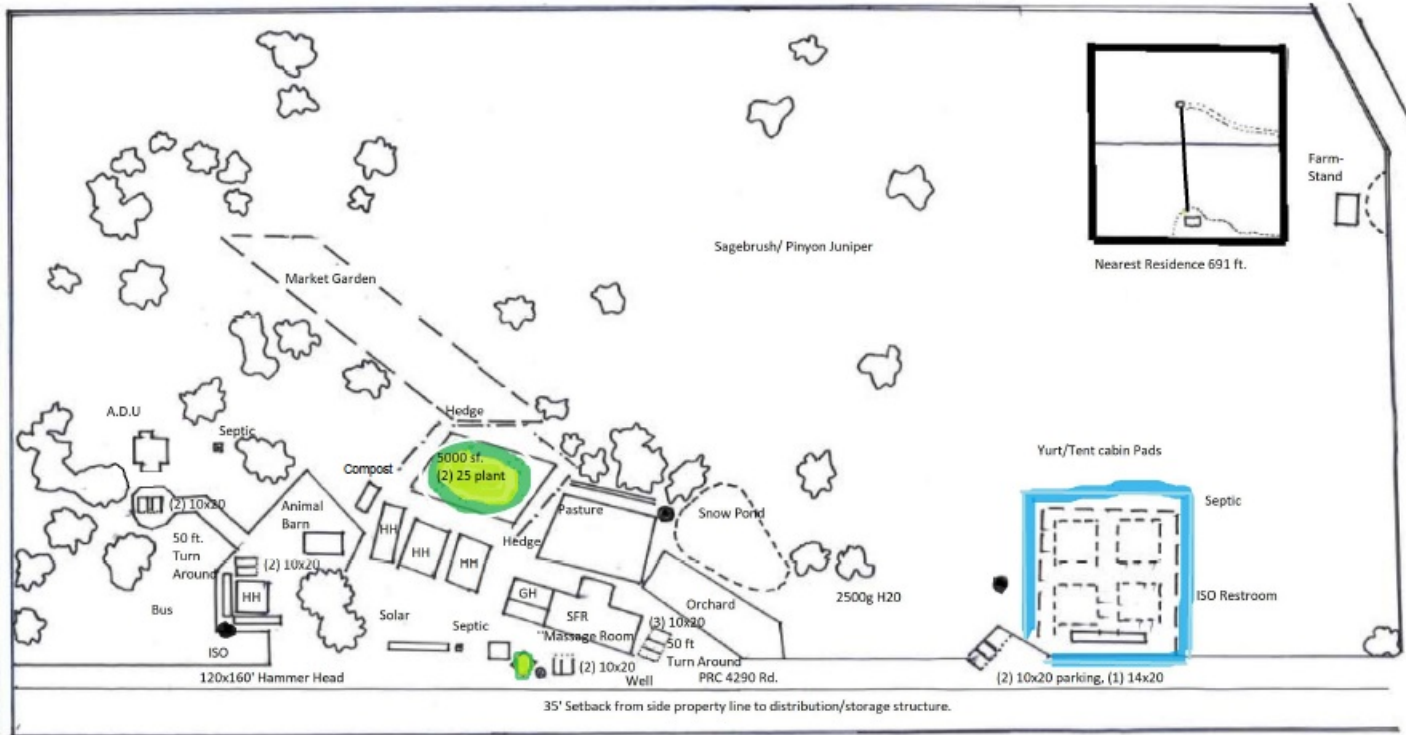
**Conditions of Approval**  
**Commercial Cannabis Cultivation Operation Permit 19-004/Shanti, Co. LLC**

1. The operation shall comply with all County department regulations including, but not limited to, the Mono County Sheriff's Department, Public Health Department, Environmental Health Department, Public Works Department, Community Development Department, and Treasure - Tax Collector's Office.
2. The operation shall comply with all rules and regulations established in Mono County Code, the Mono County General Plan, and all applicable state laws.
3. This permit is nontransferable and shall terminate upon expiration or subsequent termination, or change in property ownership, or when more than fifty percent of the corporate stock, partnership interest or other business interest is transferred.
4. This permit is only valid when a Use Permit exists for the property. This permit shall become invalid if the Use Permit for the property is revoked.
5. Prior to commencing operation, the applicant shall obtain a state cannabis cultivation license, Mono County Business License, and a Mono County Tax Certificate.
6. Prior to commencing operation, the applicant shall complete a Mono County LiveScan and receive affirmation from the Sheriff's Office to commence operation.
7. The applicant must provide proof of the state-issued annual license when available.
8. The County, its agents, and employees may seek verification of the information contained in this permit and the associated application.
9. The business shall be subject to an annual inspection performed to ensure compliance with County Code 5.60.120. Failure to pass the annual inspection prior to the August 31 may result in denial of the renewal application.
10. Before changing the number of plants or type of grow (A or M), the applicant shall notify the Mono County Community Development Department in writing.
11. The operation shall operate only in accordance with the application and all corresponding plans reviewed and approved by the County.
12. This permit shall expire August 31, 2020 (unless renewed or revoked in accordance with Mono County Code Chapter 5.60).
13. Renewal/modifications must be received by August 1 accompanied by the required renewal/modification fee. If any of the documentation and information supplied by the applicant pursuant to Section 5.60.070 has changed or will change since the grant of this permit, the applicant shall submit updated information and documentation with the application for renewal and shall provide such other information as the Director may require. If an applicant fails to submit the renewal form and all associated fees thirty (30) days before August 31, the applicant will be required to submit a new application under section 5.60.070.

AG L.U.D.  
 20 acres  
 .013% total disturbance

1322.09 ft wide

657.88 f long



CEQA 15301, via existing Prop 215 circa 2006.

Existing: SFR, Green house, Hoop houses, compost, animal barn, market garden, prop 215, ISO, bus, distribution & processing, massage room, parking spaces, septic, well, solar.  
 11 parking spaces minimum 10x20, 1 access space 14x20 min  
 Proposed: Yurt pad, ISO, commercial (2) 25 plant cannabis grows.

Circulation provides (2) 50ft. turn arounds near residence, and hammer head turn around near distribution. 120'x160' hammer head

LEGEND:

● - 2500g tank.

5000 s.f. disturbed prop 215 area change of use to (2) 25 plant grows, or (1) 50 plant grow, A/M. Self Distribution.

Yurt/Tent cabin site and ISO storage container rest-room/storage.

Scale: 50'

SHANTI CO		
SCALE:	APPROVED BY:	DRAWN BY:
DATE: 8.14.19	REVISED:	
SITE PLAN		
APN 13-210-24		

# Mono County Community Development Department

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

## Planning Division

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

October 17, 2019

To: Mono County Planning Commission

From: Bentley Regehr, Planning Analyst

Re: Use Permit 19-008/Shanti Co. LLC Commercial Cannabis Cultivation

### Recommendation

It is recommended the Planning Commission take the following actions:

1. Find that the project qualifies as an Exemption under CEQA guideline 15301 and instruct staff to file a Notice of Determination;
2. Make the required findings as contained in the project staff report; and
3. Approve Use Permit 19-008 subject to Conditions of Approval.

### Background

In November 2016, California voters approved the Adult Use of Marijuana Act (Proposition 64) to legalize adult use of marijuana (in addition to medical uses that were legalized in 1996). Every precinct in Mono County passed Proposition 64 with margins as low as 1.4% in the Bridgeport area to a high margin of approximately 30% in the Mono Basin, June Lake, and Wheeler Crest areas.<sup>1</sup> The state's legalization of adult use marijuana presented local jurisdictions with several choices for regulating the new industry: 1) ban cannabis activities in whole or part; 2) adopt local regulations for cannabis activities; or 3) remain silent and defer to state laws and regulations.

Mono County conducted a community-based planning effort for feedback on the most appropriate regulatory approach and, ultimately, to develop policies and regulations for legalized cannabis activities. In 2017, the following 12 Regional Planning Advisory Committee (RPAC) meetings and outreach sessions were conducted: two in Antelope Valley, three in Bridgeport, one in June Lake, two in the Mono Basin, two in Long Valley, and two in Tri-Valley. Three workshops were held with the Planning Commission, and feedback from the Commission and RPACs were incorporated into the development of the policies. Concurrently, the Cannabis Joint Committee, which is comprised of 10 County departments/divisions, reviewed the policies and public feedback, and provided additional input that was incorporated as policies were developed.

At a formally noticed public hearing in October 2017, the Commission recommended General Plan policies pertaining to cannabis activities for adoption by the Board. The Board of

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<sup>1</sup> For clarification, the margin represents the amount over and above the 50% +1 required for passage of the proposition.

Supervisors held five workshops, including one with the Town of Mammoth Lakes and one specific to cannabis taxation, to consider the public feedback received through RPAC, Planning Commission, and Joint Committee discussions, and provide direction to staff. In December 2017, the Board held a public hearing adopting the General Plan policies recommended by the Planning Commission.

Following the adoption of guiding policies, specific regulations in both the General Plan and Mono County Code were developed through another community-based planning effort. The RPACs again held a total of 12 meetings where cannabis regulations were discussed: two in Antelope Valley, three in Bridgeport, two in the Mono Basin, one in June Lake, two in Long Valley, and two in the Tri-Valley. The Planning Commission also again held three workshops to both incorporate RPAC feedback into the regulations and provide additional input and direction to staff, and the staff-level Cannabis Joint Committee provided additional feedback.

The Commission made a recommendation to the Board to adopt new regulations in March 2018. The Board of Supervisors heard two minor updates and held four discussions on cannabis taxation, in addition to three workshops on cannabis regulations where specific policy issues were considered. The Board adopted the new General Plan and Mono County Code regulations at a formal public hearing on April 17, 2018.

In addition to the structured public engagement process above, the public is always welcome to directly contact Community Development Department staff and Mono County Supervisors via phone or email, or to schedule an in-person meeting to share comments, concerns, and input. Attendance at public meetings and speaking in public is not necessary in order to provide feedback.

## **Project Description**

UP 19-008/Shanti Co. is a proposal for commercial cannabis cultivation on a 20-acre parcel located at 100 N. Bodie Hills Drive in the Mono Basin planning area (APN 013-210-024). The property is designated Agriculture (AG), which allows for commercial cannabis cultivation subject to Use Permit and Operation Permit (Mono County Code 5.60).

The proposal is for up to 50 commercial cannabis plants located on a 5,000-square foot disturbance area. The disturbance area is currently occupied by up to 99 medical cannabis plants, permitted through Proposition 215. The existing cannabis plants will be replaced by the proposed commercial grow and the disturbance area will not expand beyond its current footprint. The total canopy area for each cannabis plant will be approximately 10 square feet, for a total canopy area of up to 500 square feet. Ground not planted with cannabis will have a cover crop.

The existing building proposed for processing will not have structural modifications. The building will be used for drying, trimming, packaging, labeling, and storage. A carbon filtration unit will be added to the building to reduce the emission of odor.

The property has several other existing and proposed uses:

<b>Table 1: Existing and Proposed Uses, Other Than Cannabis</b>		
<b>Use</b>	<b>Existing?</b>	<b>Approval</b>
Single Family Residence (2,000 s.f.)	Yes	Permitted by-right*
Accessory Dwelling Unit (1,129 s.f.)	No	Director Review 17-015
Farm-stay yurts (4)	No	Use Permit 18-002
Kitchen to serve yurt guests (900 s.f.)	Yes	Use Permit 18-002
Massage room for guests (200 s.f.)	Yes	Use Permit 18-002
Hoop Houses used for produce (4)	Yes	Permitted by-right*
Greenhouse for produce	Yes	Permitted by-right*
Farm stand (200 s.f.)	No	Permitted by-right*
Market Garden for Mixed Vegetables (2 x 10,000 s.f.)	Yes	Use Permit 18-002
Livestock Barn	No	Permitted by-right*

*\*Through Agriculture (AG) Land Use Designation*

All applications for commercial cannabis activity must be approved through a Conditional Use Permit (CUP) process. A CUP for cannabis cultivation must demonstrate adequate plans for site control, setbacks, odor control, signage, visual screening, lighting, parking, and noise, as presented in this report.

The project qualifies for a 15301 CEQA exemption. The project does not propose expansion of current disturbance areas and does not have any significant environmental effects, including those peculiar to cannabis operations.

### **Project Setting**

The project is located in the Mono Basin north of Highway 167, gaining access from Cottonwood Canyon Road. Rural Residential (RR) parcels surround the property on the south, west, and north boundaries. To the east of the property is a 300-acre Resource Management (RM) parcel. The nearest residence is approximately 700 feet to the south from the proposed grow area. Other nearby residences include single family homes 1,300 feet to the north and 1,800 feet to the west, respectively. The property is located outside the Mono Basin Scenic Area.

**Figure 1: Location of parcel, 100 N Bodie Hills Dr, APN 013-210-024**



**Figure 2: Location of parcel relative to Mono Basin Scenic Area**



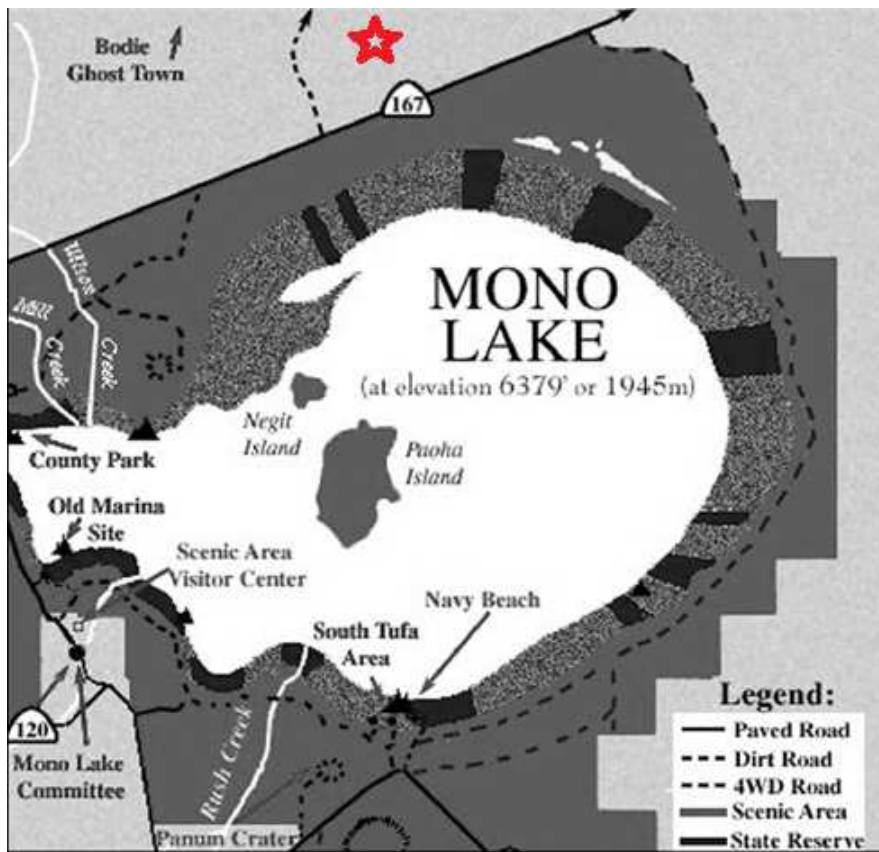


Figure 3: Grow site, looking southwest



Figure 4: Hedge row visual screening, looking southeast



### **Land Development Technical Advisory Committee (LDTAC)**

The LDTAC reviewed the application on September 3, 2019 and recommended application acceptance. LDTAC reviewed draft Conditions of Approval on October 7, 2019.

### **CEQA Compliance**

The project qualifies for a Class 1 categorical exemption. Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The proposal does not include an expansion of use, as the disturbance area will remain the same and the maximum number of cannabis plants will be reduced from 99 to 50. Commercial cannabis plants do not represent a significant change over the existing plants used for medical purposes. The total canopy area will not be expanded and will not exceed 500 square feet. The processing building will not be expanded, and no structural modifications will occur. A cover crop will reduce bare ground to prevent dust impacts. The addition of a carbon filtration system will not require modifications to the building.

Elements related to Use Permit 18-002 were permitted through an addendum to the 2015 General Plan EIR.

### **General Plan Consistency**

The project is consistent with General Plan Land Use Designation policies, Countywide Land Use policies, and Mono Basin Area Plan policies contained in the Mono County General Plan



Land Use Element. Use Permit approval for commercial cannabis also requires compliance with Chapter 13, Mono County Cannabis Regulations.

The General Plan land use designation for this property is Agriculture (AG), which allows for commercial cannabis cultivation subject to Use Permit and Operation Permit. The “AG” designation is intended to preserve and encourage agricultural uses, to protect agricultural uses from encroachment from urban uses, and to provide for the orderly growth of activities related to agriculture.

## **Mono County Land Use Element, Countywide Land Use Policies**

### **Objective 1.G.**

*Protect open space and agricultural lands from conversion to and encroachment of developed community uses.*

**Policy 1.G.1.** *Protect lands currently in agricultural production.*

The project maintains and enhances the parcel’s agricultural use and does not encroach on the communities on Mono City and Lee Vining.

**Objective 1.L.** *Provide for commercial cannabis activities in Mono County in a way that protects public health, safety, and welfare while also taking advantage of new business and economic development activities.*

**Policy 1.L.3.** *Avoid, reduce, and prevent potential issues specific to commercial cannabis activities that may adversely affect communities.*

The project is subject to Chapter 13, Cannabis Regulations and requires a Conditional Use Permit aimed at ensuring no significant impacts to the community are incurred, including those related to odor control, visuals, lighting, and noise. See analysis of compliance with Chapter 13 below.

**Policy 1.L.4.** *In recognition of the potential economic benefits of this new industry, encourage the responsible establishment and operation of commercial cannabis activities.*

The project has potential benefits to Mono County’s economy, including contribution to the County’s tax base.

## **Mono County Land Use Element, Mono Basin Community Plan Policies**

GOAL 11. Grow a sustainable local economy with diverse job opportunities that offers year-round employment and wages that reflect the cost of living in the area.

### **Objective 11.A.**

Plan for a diversified, sustainable economy.

**Policy 11.A.1.** *Achieve a more-diversified economy and employment base consistent with the small-town, rural nature of the Mono Basin.*

**Objective 11.C.**

Diversify the existing economic base and employment opportunities to achieve a more-sustainable economy.

**Policy 11.C.2.** *Encourage and support new business development and entrepreneurial efforts that contribute to a mix of uses and services, and a wider range of employment opportunities.*

**Policy 11.C.6.** *Encourage locally produced goods and services, including food production for local consumption of locally produced food.*

The project diversifies the Mono Basin’s economy and provides locally produced goods, while maintaining the rural character of local businesses. There are no other existing commercial cannabis cultivation sites in the Mono Basin.

## **Compliance with Mono County General Plan Chapter 13, Cannabis Regulations**

In addition to General Plan policies and regulations, commercial cannabis activities shall comply with Chapter 13. The following general standards and requirements apply to all commercial cannabis activities permitted in the county:

**13.070 C. Site Control.**

*No commercial cannabis activity shall be allowed within six hundred (600) feet of schools providing instruction to kindergarten or any grades 1 through 12, day care or youth centers, parks, ballfields, playgrounds, libraries, community centers, and licensed childcare facilities.*

None of the above-mentioned facilities are located within 600 feet of the site. The project site is over six miles from Mono City and fourteen miles from Lee Vining.

**Figure 5: Location in relation to sensitive receptors**



#### **13.070 D. Setbacks.**

*All commercial cannabis activities shall meet existing setbacks established in General Plan Chapter 4 – Land Use Designations and 4.120 Yards and Setbacks.*

The project meets all setbacks for the Agriculture (AG) Land Use Designation, which are set at 50' front, 50' side, 50' rear for primary structures and 50' front, 30' side, 30' rear for accessory structures. See Attachment 2: Site Plan for illustration of setbacks.

#### **13.070 E. Odor Control.**

*An odor mitigation plan is required to demonstrate that odors generated by the commercial cannabis activity shall not unreasonably impact adjacent properties and uses, or that odor mitigation measures are not applicable due to lack of cannabis-related odor generation, location or siting, design features, or other factors.*

Cannabis-related odor generation will be mitigated through multiple avenues. The project site is located in a rural area and surrounded by large parcels a minimum of 20 acres. The site is at least 700 feet from the nearest residence.

Odors may vary substantially based on the type of crop, peak concentrations, atmospheric conditions, and topography. The project will utilize a feminized auto pollinator to reduce drift and stature. The outdoor crop will also limit the creation of sulfur compounds through the use of natural lighting and will not induce artificial stress through light and temperature. A 4-6' hedge of raspberry and goji berry bushes, among other plants, and surrounding mixed crops will further

mask cannabis-generated odors. A misting system will be used on the outdoor crop to reduce the drift of odor.

The processing building will contain a 30 cfs (cubic feet/second) carbon filtration system. The system will be replaced each season or at saturation.

**13.070 F. Signage.**

*A Sign Plan shall be required to demonstrate compliance with General Plan Land Development Regulations, Chapter 4.190 Signs, and Chapter 7 Signs.*

The project does not propose any signage.

**13.070 G. Visual Screening.**

*All Cannabis, Cannabis Products and Cannabis Accessories shall be screened from view from a public right of way to the best of the Permittee’s ability.*

Visual screening will occur primarily through vegetative screening. The proposal includes the addition of a hedgerow along the perimeter of the grow site consisting of annual sunflowers, amaranth, and cover-crop (clover, vetch, summer alfalfa), and perennial plantings of goji berry, currant, apple, and grapes. Existing vegetation aiding in screening includes lilacs, an apple orchard, grape vines, and pinyon-juniper stands surrounding the grow area. The use of auto pollinator hybrid strains will limit the stature of the cannabis plants and further reduce visual impact.

The project is located outside the Mono Basin Scenic Area and is more than 2,500 feet from Highway 167.

**13.070 H. Lighting.**

*All commercial cannabis activities shall comply with General Plan Land Use Element Chapter 23 – Dark Sky Regulations regardless of activity type or Premise location.*

The outdoor grow site will use natural lighting only. Exterior lighting on the property will comply with Chapter 23, Dark Sky Regulations.

**13.070 I. Parking.**

*A Parking Plan depicting availability and requirements for parking shall be submitted. The Plan shall demonstrate the provision of adequate on-site parking for all employees and allow for loading and unloading.*

The proposal does not include additional employees or visitation from off-site services and therefore will not require parking spaces beyond the spaces needed for existing uses. The property contains 12 parking spaces, as shown on the site plan (Attachment 2). Parking requirements for existing uses are as follows:

<b>Table 2: Required Parking for Existing Uses</b>		
<b>Use</b>	<b>Standard</b>	<b>Provided Spaces</b>
Yurts (4)	One space per sleeping room plus one space for each two	6

	employees on largest shift	
Farm Stand (200 s.f.)	One space for each 200 sq. ft. of gross leasable floor area	1
Massage Room (200 sf)	One space for each 200 sq. ft. of gross leasable floor area	1
Primary Residence	2 spaces	2
Accessory Dwelling Unit	2 spaces	2
<b>Total</b>	<b>12 required</b>	<b>12</b>

The site has sufficient space for loading and unloading at the cultivation site and processing building.

**13.070 J. Noise.**

*Noise generation shall comply with the Mono County General Plan Noise Element and Mono County Code, Chapter 10.16.*

The project is not expected to generate noise beyond that of similar existing agriculture operations on the property and surrounding properties.

**Notice of Public Hearing**

A public hearing notice was published in the October 3, 2019 issue of the Mammoth Times and the October 5, 2019 issue of The Sheet (Attachment 3) and was mailed to surrounding property owners within 300 feet of the proposed project. At the time of this staff report no public comment was received.

**Use Permit Findings**

In accordance with Mono County General Plan, Chapter 32, Processing-Use Permits, the Planning Commission may issue a Use Permit after making certain findings.

Section 32.010, Required Findings:

- 1. All applicable provisions of the Mono County General Plan are complied with, and the site of the proposed use is adequate in size and shape to accommodate the use and to accommodate all yards, walls and fences, parking, loading, landscaping and other required features because:*

The project complies with all applicable provisions of the Mono County General Plan. The site is adequate in size to accommodate parking, loading, visual screening, and all setbacks and requirements for the Agriculture (AG) Land Use Designation (LUD), as shown in the site plan (Attachment 2).

2. *The site for the proposed use related to streets and highways is adequate in width and type to carry the quantity and kind of traffic generated by the proposed use because:*

The parcel is accessed by Bodie Hills Drive via Cottonwood Canyon Road and Highway 167. The proposal does not include an increase in employees or off-site services. The proposal is not expected to generate significant additional vehicle trips.

3. *The proposed use will not be detrimental to the public welfare or injurious to property or improvements in the area in which the property is located because:*

The project is consistent with the rural character of the Mono Basin. Setbacks, visual screening, and odor mitigation proposed for the project will reduce impacts to surrounding property owners. The proposed 50 cannabis plants and 250 square feet of canopy area are a reduction from the 99 medical plant grow currently allowed on the site and will not produce any significant impacts beyond those created by existing conditions. The project is located over fourteen miles from sensitive receptors in the community of Lee Vining, including schools and the community center.

4. *The proposed use is consistent with the map and text of the Mono County General Plan because:*

- a. The proposed use is consistent with the General Plan and the Mono Basin Community Plan (see discussion in the General Plan Consistency section above).
- b. Outdoor commercial cannabis cultivation is permitted in agriculture land use designations, given they meet the criteria set forth by Chapter 13 and subject to Mono County Code 5.60.
- c. The project is located within the Mono Basin Planning Area. The Mono Basin Community Plan encourages businesses that create diversity, while being consistent with the rural character of the area.

## **ATTACHMENTS**

- Attachment 1: Notice of Decision
- Attachment 2: Site Plan
- Attachment 3: Public Hearing Notice

**MONO COUNTY**  
**Planning Division**

**DRAFT NOTICE OF DECISION & USE PERMIT**

**USE PERMIT:** 19-008

**APPLICANT:** Shanti, Co. LLC

**ASSESSOR PARCEL NUMBER:**

**PROJECT TITLE:** Shanti, Co. LLC Cannabis Cultivation

**PROJECT LOCATION:** 100 N Bodie Hills Drive, Mono Basin

**CONDITIONS OF APPROVAL**  
See attached Conditions of Approval

ANY AFFECTED PERSON, INCLUDING THE APPLICANT, NOT SATISFIED WITH THE DECISION OF THE COMMISSION, MAY WITHIN TEN (10) DAYS OF THE EFFECTIVE DATE OF THE DECISION, SUBMIT AN APPEAL IN WRITING TO THE MONO COUNTY BOARD OF SUPERVISORS.

THE APPEAL SHALL INCLUDE THE APPELLANT'S INTEREST IN THE SUBJECT PROPERTY, THE DECISION OR ACTION APPEALED, SPECIFIC REASONS WHY THE APPELLANT BELIEVES THE DECISION APPEALED SHOULD NOT BE UPHELD AND SHALL BE ACCOMPANIED BY THE APPROPRIATE FILING FEE.

**DATE OF DECISION/USE PERMIT APPROVAL:** October 17, 2019

**EFFECTIVE DATE USE PERMIT:** October 31, 2019

This Use Permit shall become null and void in the event of failure to exercise the rights of the permit within one (1) year from the date of approval unless an extension is applied for at least 60 days prior to the expiration date.

Ongoing compliance with the above conditions is mandatory. Failure to comply constitutes grounds for revocation and the institution of proceedings to enjoin the subject use.

**MONO COUNTY PLANNING COMMISSION**

**DATED:** October 17, 2019

cc:  X  Applicant  
 X  Public Works  
 X  Building  
 X  Compliance

**CONDITIONS OF APPROVAL**

Use Permit 19-008/Shanti, Co. Cannabis Cultivation

1. All development shall meet requirements of the Mono County General Plan, Mono County Code, and these project conditions.
2. Project shall comply with Chapter 13, Cannabis Regulations.
3. The project is required to obtain a Mono County Cannabis Operations Permit pursuant to Mono County Code 5.60 and appropriate state licensing and approvals prior to commencing operation. A copy of state licenses shall be provided to the Mono County Community Development Department.
4. The project shall be in substantial compliance with the project description and the site plan (Attachment 2) of the staff report.
5. There shall be no expansion of cannabis uses, and the disturbance area shall not exceed 5,000 square feet, without approval from the Mono County Planning Commission.
6. Applicant must maintain active business license and tax certificate requirements.



7. Project shall comply with all Mono County Building Division, Public Works, and Environmental Health requirements.
8. If any of these conditions are violated, this permit and all rights hereunder may be revoked in accordance with Section 32.080 of the Mono County General Plan, Land Development Regulations.



OFFICE OF THE CLERK  
OF THE BOARD OF SUPERVISORS

## REGULAR AGENDA REQUEST

Print

**MEETING DATE** December 17, 2019

**Departments: Public Works**

**TIME REQUIRED** 10 Minutes

**PERSONS  
APPEARING  
BEFORE THE  
BOARD** Kevin Julian

**SUBJECT** 2019-20 Snow Removal Priorities

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### AGENDA DESCRIPTION:

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

Consideration and discussion of County Snow Removal Policy and Priorities, and approval of proposed resolution re-establishing snow removal policies, procedures and priorities for County-maintained roads.

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### RECOMMENDED ACTION:

Adopt proposed resolution R19-\_\_\_, Re-establishing snow removal policies, procedures, and priorities for County maintained roads. Provide any desired direction to staff.

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### FISCAL IMPACT:

None.

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**CONTACT NAME:** Kevin Julian

**PHONE/EMAIL:** 760-932-5440 / kjulian@mono.ca.gov

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### SEND COPIES TO:

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### MINUTE ORDER REQUESTED:

YES  NO

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### ATTACHMENTS:

Click to download
<a href="#">2019 Snow Removal Policy Staff Report</a>
<a href="#">2019 Snow Removal Policy Resolution</a>
<a href="#">2019 Snow Removal Policy Exhibit A</a>
<a href="#">2019 Snow Removal Policy Exhibit B</a>
<a href="#">2019 Snow Removal Policy Quick Reference Spread Sheet</a>

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History

<b>Time</b>	<b>Who</b>	<b>Approval</b>
12/6/2019 4:21 PM	County Administrative Office	Yes
12/11/2019 1:22 PM	County Counsel	Yes
12/4/2019 4:06 PM	Finance	Yes



# MONO COUNTY DEPARTMENT OF PUBLIC WORKS

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POST OFFICE BOX 457 • 74 NORTH SCHOOL STREET • BRIDGEPORT, CALIFORNIA 93517  
760.932.5440 • Fax 760.932.5441 • [monopw@mono.ca.gov](mailto:monopw@mono.ca.gov) • [www.monocounty.ca.gov](http://www.monocounty.ca.gov)

Date: December 10, 2019  
To: Honorable Chair and Members of the Board of Supervisors  
From: Kevin Julian, Road Operation Superintendent  
Re: Review of Snow Removal Priorities

### **Recommended Action:**

1. Receive staff report regarding current snow removal priorities.
2. Provide direction to staff regarding modifications to current snow removal priorities.
3. Consider and potentially adopt Resolution No. R19-\_\_\_\_, "A Resolution of the Mono County Board of Supervisors Re-Establishing Snow Removal Policies, Procedures, and Priorities for County-Maintained Roads."
4. Provide any desired direction to staff.

### **Fiscal Impact:**

None.

### **Discussion:**

The Board of Supervisors annually considers policies, procedures, and priorities for the Department of Public Works' snow removal operations that are memorialized through Board Resolution, with supporting written policies and a countywide map.

Upon annual review of the priorities and map, the Board has the opportunity to add or delete streets, change priorities or procedures, or make other changes as necessary.

Public Works has confirmed with the Eastern Sierra Unified School District that their bus routes remain the same and will not require changes in snow removal priorities for this season.

The draft Board Resolution with Exhibits are included with this item. Also included is a quick-reference spreadsheet listing the roads and their respective priority, by road district. Full-size copies of the map and individual Road Area maps will be available at the meeting for Board reference.

### *Specific Administrative changes*

Exhibit A “Mono County Snow Removal Policies, Procedures and Priorities” has received two minor revisions for board consideration. First, Class IV road temporary closure authority was updated to say “...These roads are subject to temporary closure or seasonal closure at the discretion of the Road Operations Superintendent or the Public Works Director...” Previous versions of the policy gave this authority to the Director of Road Operations/Fleet Services which is a position that no longer exists. The second change pertains to plowing operations. The second paragraph now reads “...Road District Supervisors, along with the Road Operations Superintendent, will dictate the duration of extended shift to ensure the safety of the snow removal crews and the general public...”. The verbiage has been updated from the previously established 16 hour shift length in order to give local road supervisors the ability to implement risk assessments into their operations.

### *Specific Operational Changes*

There are two operational changes that are anticipated this season, with respect to Dobie Meadows Road and Owens River Road. Based on comments received from property owners along Dobie Meadows Road, the County would reclassify Dobie Meadows Road from Class V to Class IV and conduct snow removal operations from the intersection with Cottonwood Canyon Road and extending east 4.8 miles. On Owens River Road, the County would reclassify the section of the road from Hwy 395 east to Arcularius Ranch as Class IV and conduct snow removal operations in this area. The County would then reclassify the section of road from Arcularius Ranch south to Pit Road as a Class V and cease snow removal operations in this area. The net change in Class IV mileage on Owens River Road is .78 miles.

If you have any questions regarding this item, please contact me at 760.932.5440. I may also be contacted by email at [kjulian@mono.ca.gov](mailto:kjulian@mono.ca.gov).

Respectfully submitted,

Kevin Julian  
Road Operations Superintendent

Attachment: Attachment 1 – Draft Resolution  
Exhibit A – Snow Removal Policies – rev. 12.10.19  
Exhibit B – Snow Removal Priority Map



**RESOLUTION NO. R19-**

**A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS  
RE-ESTABLISHING SNOW REMOVAL POLICIES, PROCEDURES,  
AND PRIORITIES FOR COUNTY-MAINTAINED ROADS**

**WHEREAS**, the Mono County Board of Supervisors recognizes and confirms that snow removal activities are a critical and essential element of the County Road System; and,

**WHEREAS**, the Mono County Department of Public Works has been delegated the responsibility of administering a safe and expeditious snow removal program for County-maintained roads; and,

**WHEREAS**, to effectuate such a program, the Board of Supervisors and the Department of Public Works find it necessary to develop snow removal policies, procedures, and priorities; and,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors hereby approves and adopts the “Mono County Snow Removal Policies, Procedures, and Priorities” for 2019 as specified in the attached Exhibit A and the “Snow Removal Priority Map,” attached hereto as Exhibit B.

**BE IT FURTHER RESOLVED** that the Board of Supervisors shall, at a minimum, review said program and map annually and make such modifications as they may deem appropriate.

**APPROVED AND ADOPTED** this 10<sup>th</sup> day of December 2019, by the following vote of the Board of Supervisors, County of Mono:

**AYES** :

**NOES** :

**ABSENT** :

**ABSTAIN** :

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John Peters, Chair  
Mono County Board of Supervisors

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ATTEST:

Approved as to Form:

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
County Counsel

# EXHIBIT A

## MONO COUNTY SNOW REMOVAL POLICIES, PROCEDURES, AND PRIORITIES

It is the desire and intention of Mono County to provide snow removal services on paved and gravel roads within the county and to provide access to year-round residences and businesses for emergency vehicles and the public. The amount of safety and convenience to motorists in the winter varies with a number of factors such as weather conditions, the amount of snowfall, and the availability of equipment and manpower. In recognition of the County's limited resources, residents may find that at times of heavy snowfall, wind drift, or avalanche, some roads may be impassable. For the purposes of this document, the County's maintained roads have been separated into five classifications reflecting their priority status for receiving snow removal resources and effort, based on amount of traffic, type of traffic, remoteness of location, elevation, and avalanche conditions. It is not the intention of this policy to create or impose any new mandatory duties upon the County or its staff.

It is within the authority of each Road District Supervisor to maintain the roads in their districts in a reasonably safe condition according to the County's standards. As such, hazardous conditions and public complaints will normally be addressed at this level. Where situations cannot be resolved at this level or assistance is needed, the next step would be to contact the Road Operations Superintendent, followed by the Public Works Director.

### **SNOW REMOVAL PRIORITIES**

The following section describes the County's adopted classification system for snow removal priorities on County-maintained roads. For snow removal class designations for individual County-maintained roads, refer to the most recent "Mono County Maintained Mileage" table and/or "Snow Removal Priority Map," both of which are on file at the Department of Public Works.

#### **Class I**

Class I roads are paved roads that are school bus routes and major collectors, which provide the main access for communities to the State Highway System, and County roads that serve as access to fire stations, paramedics, and the Mono County Sheriff's office. These roads will generally receive snow removal resources first and more frequently than subordinate road classifications, and it is the Department of Public Works' goal to keep them open continuously. While roads in this classification may close temporarily for public safety reasons, they will typically be the first to be re-opened. Safety devices, such as cinders and reflective tape on snow poles, may be used more extensively on these roads than for other road classifications.

#### **Class II**

Class II roads are primarily paved minor collector roads, which service communities and government offices, but carry less traffic than Class I roads and are not part of school bus routes. These are the second priority to receive snow removal resources. Snow removal efforts and application of cinders are similar to that of Class I roads, but with less frequency of resources and safety devices.



### **Class III**

Class III roads are residential streets, cul-de-sacs, and other paved and gravel community roads. As the third priority designation, these roads generally receive snow removal as soon as all of the Class I and Class II roads have been opened and cleared. Cinders are typically used only in hazardous situations or locations, as determined by the Road District Supervisor, such as on steep grades and at intersections. Snow accumulations of less than three inches may not be plowed except during normal working hours.

### **Class IV**

Class IV roads are other paved and gravel roads that are forest roads, remote roads serving single residences, or high mountain roads with severe snow accumulations and avalanche potential. These roads generally receive snow removal only after all of the above classes of roads are plowed and cleared, typically after the storms have passed. Snow will be removed during daylight hours only (if at all), and overtime hours are typically not authorized. These roads are subject to temporary closure or seasonal closure at the discretion of the Road Operations Superintendent or the Public Works Director, which may be the result of a series of heavy storms or presence of an avalanche hazard. Snow accumulations of six inches or less may not be plowed except during normal working hours. Cinders may be used only in hazardous situations or locations at the Road District Supervisor's discretion.

### **Class V**

Class V roads are primarily other forest roads that are closed during the winter months. These roads receive no snow removal resources or are only opened in the spring after a substantial amount of snowpack has melted.

## **SNOW REMOVAL PROCEDURES**

The following section describes procedures and practices for snow removal operations on County-maintained roads.

### **Plowing**

Plowing usually begins when it appears that snowfall amounts are accumulating to the extent that use of the roads is being adversely affected and dangerous conditions may exist. A small amount of snow, such as 1-2 inches, may not warrant plowing other than during normal work hours. Road District Supervisors may monitor the amount of snowfall accumulations on roads within their jurisdictions. Snow depths of three inches or more may trigger the initiation of snow removal activities. Where existing or anticipated snowfall or high winds begin prior to 7:30 am, snow removal operations may start at or prior to 4:30 am. Starting at 4:30 am may also be required where clean-up operations have not yet been completed from a prior storm. Should questions occur, the Road District Supervisors will coordinate their snow removal operations with the Road Operations Superintendent.

When conditions require continuous plowing to keep roads open, Road District Supervisors, along with the Road Operations Superintendent, will dictate the duration of extended shift to ensure the safety of the snow removal crews and the general public. To reduce stress and

fatigue during these types of extended work shifts, a 30-minute dinner break may be implemented along with normal lunch and coffee breaks.

At the direction of the Road Operations Superintendent or the Public Works Director, deployment of personnel to districts other than their permanent work station may be necessary to provide assistance with snow removal operations where it is most needed (as determined by the County at its discretion), during extreme conditions, or when a shortage of personnel exists. Travel to and from an area other than the operator's normal reporting district is considered hours worked, and a County vehicle will be supplied. In some circumstances, a motel room and meals may be furnished.

### **Cinders**

The purpose for placing cinders on County-maintained roads is to provide a possible additional measure of safety during very icy and/or slippery conditions, as opposed to providing convenience for motorists. Motorists should not be encouraged to rely on cinders on all roads, especially when conditions warrant the use of tire chains and/or snow tires.

The following are some examples of situations or locations where cinders should be used, which are done at the County's discretion:

- Steep hills, curves, or intersections with hard-packed snow or ice when cars can negotiate other areas without chains.
- Roads that are bare for the most part but have patches of snow or ice that may not be expected by motorists.
- Isolated patches of snow or ice that could melt faster with the application of cinders.

Most of these situations would occur after snow storms have passed and snow removal has been completed. Normally, the application of cinders should not be necessary during storms when roads are covered with fresh snow and driving conditions are more uniform and obvious to motorists, and when the use of tire chains is expected.

### **Snow Stakes**

Snow stakes of various colors may be placed along road shoulders to provide visible guides for operators of snow removal equipment. Although they provide some delineation for motorists, the stakes are not intended to be used as traffic delineators.

Steel "U" channel posts are typically used for snow stakes. On certain residential streets, "L"-type guide posts and fiberglass whips may be used. The length of snow stakes may vary from 6 feet to 10 feet. Snow stakes are "generally" placed 2 to 4 feet from edge of pavement unless staff, at its discretion, determines that they should be a different distance. This includes locations along the road, road shoulder or directly behind curbs best determined by the Road staff. Snow poles are normally placed at intersections and at a distance of 100 feet to 250 feet apart. Snow poles may be painted yellow, safety orange or another color.

## **Reflective Tape**

*Snow poles (for Class I and Class II roads):* on the side of the pole facing traffic, a 3" x 3" strip of colored reflective tape (typically blue or white) is to be placed five feet above the pavement and at the top of the post. On the side facing away from traffic, one strip is to be placed at the top of the post.

*Fiberglass whips:* on each whip, a 6" strip of colored reflective tape (typically blue or white) is to be wrapped around the top of the whip.

## **Warning Signs**

The intention and purpose of warning signs is to advise motorists of unexpected conditions, when the County determines at its discretion to provide such warnings. In the winter these conditions would normally be ice and, on occasion, suspended snow removal operations.

To warn motorists of icy conditions, permanent signs reading "ROAD MAY BE ICY" may be placed on roads where slippery conditions may not be anticipated at all times. These signs should be placed (if at all) at each end of the road and at critical intermediate locations along the way. Signs should be placed 8 to 12 feet from edge of pavement. Portable temporary signs reading "ICY" may also be utilized, at the County's discretion, where an isolated extreme icy condition exists that is not addressed by permanent signs.

Permanent turn-able or temporary portable signs reading "SNOW REMOVAL SUSPENDED" may be used, at the County's discretion, at locations where plowing activities have been ceased due to the posting of severe avalanche danger advisory by the Sheriff's Department or the presence of other conditions where public and operator safety warrants the suspension of snow removal operations.

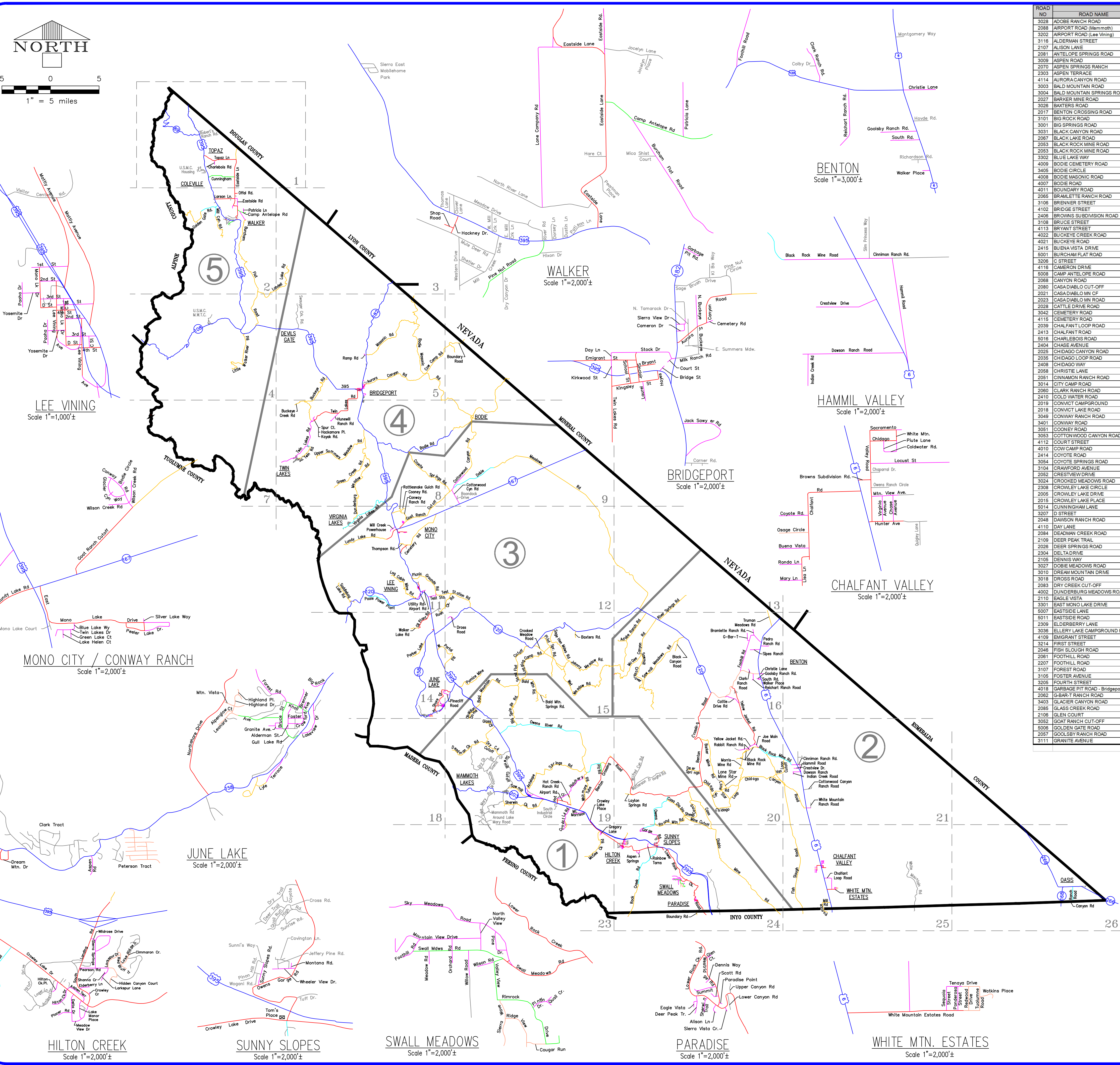
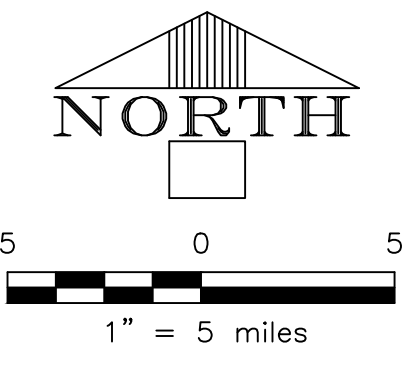
Permanent signs reading "SNOW NOT REMOVED BEYOND THIS POINT" may be used, at the County's discretion, where only a portion of the road is plowed. These signs *should* be placed 8 to 12 feet from the edge of pavement, adjacent to the end of the plowed section of roadway.

Permanent turn-able or temporary portable signs reading "ROAD CLOSED" may be used, at the County's discretion, when snow, avalanche, wind, or flooding conditions warrant the closure of a road or portion thereof, for the safety of the public or County employees.

## **Emergency Road Closures**

In emergency situations, the Road Operations Superintendent, and/or the Mono County Sheriff may find it necessary to close County-maintained roads. As soon as reasonably practicable following a determination by the Road Operations Superintendent or Public Works Director that a road or roads warrant closure, notification of the road closure may be given to the Mono County Sheriff and to the California Highway Patrol.





ROAD NO	ROAD NAME	MILES PAVE	DIRT	SNOW	CAT	REF MAP	ROAD NO	ROAD NAME	MILES PAVE	DIRT	SNOW	CAT	REF MAP	ROAD NO	ROAD NAME	MILES PAVE	DIRT	SNOW	CAT	REF MAP	
3028	ADOBE RANCH ROAD	4.39	V	16	4004	GREEN CREEK ROAD	9.38	V	8	2010	RAINBOW TARN ROAD	0.20	0.51	0.11	24						
2088	ADRIOTT ROAD (Mammoth)	1.34	0.85	1.34	11	3304	GREEN LAKE COURT	0.03	0.03	III	11	4019	RAMP ROAD	0.20	0.20	III	5				
3202	ADRIOTT ROAD (Lee Vining)	0.65	0.65	III	11	2013	GREYSKY LAKE	0.24	0.24	III	23	2089	RAND MTH ROAD	1.51	1.51	IV	28				
3116	ALDERMAN STREET	0.20	0.20	III	15	3114	GULL LAKE CAMPGROUND ROAD	0.31	0.31	V	15	3050	RATTLESNAKE GULCH ROAD	0.61	0.61	V	11				
2107	ALISON LANE	0.10	0.10	III	24	3112	GULL LAKE ROAD	0.14	0.14	II	15	2059	RECHART RANCH ROAD	0.89	0.89	III	18				
2081	ANTLOPE SPRINGS ROAD	0.94	8.82	0.94	19	4014	HACKAMORE PLACE	0.50	0.50	III	19	2132	RIMROCK DRIVE	0.87	0.87	II	24				
3009	ASPEN ROAD	0.22	0.22	III	14	5003	HACKNEY DRIVE	0.09	0.09	I	2	3030	RIVER SPRINGS ROAD	3.77	3.77	V	16				
2070	ASPEN SPRINGS RANCH	0.74	0.74	III	24	2050	HAMMILL ROAD	0.78	0.78	III	21	2003	ROCK CREEK ROAD	6.05	6.05	IV	24				
2303	ASPEN TERRACE	0.27	0.27	III	24	4103	HAYS STREET	0.08	0.08	II	5	2417	RONDA LANE	0.17	0.17	IV	25				
4114	AURORA CANYON ROAD	0.65	7.21	0.65	5	2047	HIEROGlyph ROAD	0.10	0.10	V	26	2022	ROUND MTH ROAD	4.76	4.76	II	20				
3003	BALD MOUNTAIN ROAD	11.31	11.31	V	15	2306	HILTON CREEK DRIVE	0.23	0.23	III	24	3017	RUSH CREEK ROAD	3.08	3.08	V	12				
3004	BALD MOUNTAIN SPRINGS ROAD	1.60	1.60	V	15	2307	HILTON CREEK PLACE	0.10	0.10	III	24	2412	SACRAMENTO STREET	0.25	0.25	I	25				
2027	BARBER MINE ROAD	4.20	4.20	V	20	2012	HILTON CREEK TRAIL	0.43	0.43	IV	24	3037	SACRAMENTO LAKE ROAD	2.59	2.59	V	19				
3026	BAXTERS ROAD	0.68	0.68	V	15	2091	HOT CREEK HATCHERY ROAD	1.80	3.17	0.80	I	19	3025	SAGE HEN MEADOWS ROAD	8.82	8.82	V	15			
2017	BENTON CROSSING ROAD	30.44	30.44	I	18-20-16	2091	HOT CREEK HATCHERY ROAD	1.00	1.00	III	19	3019	SAND FLAT CUT-OFF	4.66	4.66	V	15				
3101	BIG ROCK ROAD	0.12	0.12	III	15	2071	HOT CREEK HATCHERY ROAD	0.07	1.14	0.07	III	19	3033	SAWMILL CROSS-OVER ROAD	4.00	4.00	V	16			
3001	BIG SPRINGS ROAD	4.49	4.49	V	15-15	3110	HOWARD AVENUE	0.77	0.77	III	20	2314	SHANNA CIRCLE	10.20	10.20	V	18				
3031	BLACK CANYON ROAD	1.85	1.85	V	16	4013	HUNNEVELL RANCH ROAD	1.04	0.10	1.14	III	8	2090	SAWMILL ROAD	0.23	0.23	V	19			
2087	BLACK LAKE ROAD	0.10	0.10	V	16	2461	HUNTER AVENUE	0.27	0.27	I	25	2073	SCHOOL ROAD	0.12	0.12	I	19				
2053	BLACK ROCK MINE ROAD	7.88	0.31	2.88	III	20	2082	HUNTER MINE ROAD	0.50	0.50	IV	19	4107	SCHOOL STREET	0.16	0.16	I	5			
3302	BLUE LAKE WAY	0.04	0.04	III	11	4101	JACK SAWYER ROAD	0.19	0.19	III	5	3212	SECOND STREET	0.07	0.07	III	11				
4009	BODIE CEMETERY ROAD	0.04	0.28	V	5	3038	JCT CAMPGROUND ROAD	0.19	0.19	III	11	2041	SEQUOIA STREET	0.19	0.19	II	25				
3405	BODIE CIRCLE	0.06	0.06	III	11	2032	JOSEMAN ROAD	0.77	0.77	III	20	2314	SHANNA CIRCLE	0.02	0.02	III	24				
4008	BODIE MASONIC ROAD	15.46	15.46	V	5-9	3023	JOHNNY MEADOWS ROAD	1.98	1.98	V	15	2024	SHEEP CAMP ROAD	3.65	3.65	V	20				
4007	BODIE ROAD	10.44	10.44	V	5-9	4016	KAYAK ROAD	0.09	0.09	III	8	2089	SHERWIN CREEK ROAD	0.28	0.24	0.03	III	19			
4011	BOUNDARY ROAD	1.48	1.48	V	5	4104	KINGSLEY STREET	0.37	0.37	I	11	2108	SHERWIN CREEK ROAD	0.12	0.12	III	24				
2095	BRAKELTERRANCE ROAD	1.84	1.84	III	18	4108	KIRKWOOD STREET	0.10	0.10	III	5	5004	SHOP ROAD	0.07	0.07	I	2				
3106	BRENNER STREET	0.10	0.10	III	15	3103	KNOX AVENUE	0.18	0.18	III	15	2312	SIERRA SPRINGS DRIVE	0.64	0.64	III	24				
4102	BRIDGE STREET	0.05	0.05	III	5	3305	LAKE HELEN COURT	0.04	0.04	III	11	4117	SIERRA VIEW DRIVE	0.10	0.10	III	5				
2408	BROWNS SUBDIVISION ROAD	0.10	0.10	I	25	3204	LAKEVIEW DRIVE	0.17	0.17	III	24	2100	SIERRA VISTA CIRCLE	0.04	0.04	III	24				
3108	BRUCE STREET	0.22	0.22	III	15	3102	LAKEVIEW DRIVE	0.28	0.28	III	15	3307	SILVER LAKE WAY	0.09	0.09	III	11				
4113	BRYANT STREET	0.20	0.20	I	5	2313	LARKSPUR LANE	0.14	0.14	III	24	4108	SINCLAR STREET	0.23	0.23	I	5				
4022	BUCKEYE CREEK ROAD	0.60	0.60	V	28	5013	LARSON ROAD	2.10	2.10	V	24	2088	SOPES RANCH ROAD	1.03	1.03	III	19				
2080	CASADILLO CUT-OFF	0.40	7.00	0.50	III	20	2082	LAUREL AVENUE	0.10	0.10	III	5	2211	SPT MEADOWS ROAD	0.24	0.80	0.04	III	24		
2021	CASADILLO LN CF	0.23	0.23	III	25	2020	LAYTON SPRINGS ROAD	0.50	0.50	V	20	2011	SOUTH LANDING ROAD	1.12	1.12	I	24				
2023	CASADILLO LN RD	17.93	17.93	V	20-24	2407	LOOUST STREET	0.25	0.25	0.50	III	25	2104	SUMMIT ROAD	0.19	0.19	III	24			
3028	CATTLE DRIVE ROAD	1.97	1.97	III	20	3024	LOG CABIN MINE ROAD	4.85	4.85	V	11	2008	SUNNY SLOPES ROAD	0.17	0.17	III	24				
3042	CEMETERY ROAD	1.40	4.52	I	11	3021	LOGGING CAMP ROAD	5.45	5.45	V	11	2201	SWALL MEADOWS ROAD	1.49	1.01	III	24				
4115	CEMETERY ROAD	0.04	0.04	III	5	5010	LONE COMPANY ROAD	0.08	0.35	0.43	III	2	2201	SWALL MEADOWS ROAD	0.13	0.13	II	24			
2048	CHALFANT LAKE ROAD	2.00	2.00	III	16	3113	LYLE TERRACE ROAD	0.39	0.39	V	20	2045	TENAYA DRIVE	0.78	0.78	III	8				
2413	CHALFANT ROAD	0.94	0.94	I	25	2036	LYNCH ROAD	0.17	0.17	III	25	4011	TWIN LAKES ROAD	1.21	4.43	2.86	III	11-12			
5016	CHARLEBOIS ROAD	0.19	0.19	III	1	2001	LOWER ROCK CREEK ROAD	9.36	9.36	I	20	3209	THIRD STREET	0.10	0.10	III	11				
2404	CHASE AVENUE	0.20	0.20	III	25	3404	LUNDY CIRCLE	0.07	0.07	III	11	3043	THOMPSON ROAD	3.51	1.13	V	11				
2025	CHIDAGO CANYON ROAD	14.60	14.60	V	20-21	3045	LUNDY CUT-OFF	0.40	0.40	V	11	5015	TOPAZ LANE	3.51	3.51	I	1				
2035	CHIDAGO LOOP ROAD	5.58	5.58	V	20	3046	LUNDY DAM ROAD	0.24	0.24	V	11	2096	TRUMAN MEADOWS ROAD	2.59	2.59	V	16				
2408	CHIDAGO WAY	0.20	0.20	I	25	3044	LUNDY LAKE ROAD	5.21	1.51	1.25	I	11	3303	TWIN LAKES DRIVE	0.16	0.16	III	11			
2098	CHRISTIE LANE	0.10	0.30	0.40	III	16	3113	LYLE TERRACE ROAD	0.39	0.39	V	20	4012	TWIN LAKES ROAD	13.46	7.28	8.5	III	5		
2051	CINNAMON RANCH ROAD	0.28	0.28	I	25	2037	LYNCH ROAD	0.17	0.17	III	25	4011	TWIN LAKES ROAD	2.1	6.18	III	11-12				
3014	CITY CAMP ROAD	0.19	0.19	III	14	4020	MASONIC ROAD	11.84	11.84	V	5	4005	UPPER SUMMERS MEADOWS ROAD	6.70	7.0	V	8				
2060	CLARK RANCH ROAD	0.43	0.43	III	16	3215	MATILLY AVENUE	0.64	0.64	I	11	3203	UTILITY ROAD	0.93	0.93	IV	11				
2028	COLD WATER ROAD	0.09	0.09	III	20	3024	MCGEE CREEK ROAD	10.78	10.78	V	16	2402	VALLEY ROAD	0.70	0.70	III	25				
2018	CONVICT CAMPROAD	0.80	0.80	V	19	2014	MCGEE CREEK ROAD	2.20	0.79	0.16	III	23	2111	VALLEY VIEW ROAD	0.33	0.33	III	24			
2018	CONVICT LAKE ROAD	2.73	2.73	III	19	3041	MCPHERSON SUBDIVISION ROAD	0.38	0.38	IV	11	2054	VAN LOON CUT-OFF	0.23	0.23	V	20				
3049	CONWAY RANCH ROAD	3.15	0.95	IV	11	2206	MEADOW ROAD	0.10	0.10	III	24	2403	VIRGINIA AVENUE	0.82	0.21	III	29				
3401	CONWAY ROAD	0.34	0.34	III	24	2041	MARY LAKE ROAD	0.10	0.10	III	24	4001	VIRGINIA AVENUE	0.96	0.36	IV	11-18				
3081	COONEY ROAD	2.42	2.42	V	11	5005	MILL CANYON ROAD	0.04	0.25	2.00	IV	2	2055	WALKER PLACE	0.09	0.09	III	16			
3053	COTTONWOOD CANYON ROAD	10.96	2.00	III	9	3048	MILL CREEK POWER HOUSE ROAD	0.78	0.78	III	11	3008	WEST PORTAL ROAD	3.50	3.50	V	14-15				
4112	COURT STREET	0.04	0.04	V	11	3045	MILL CREEK POWER HOUSE ROAD	0.08	0.08	V	11	2101	WESTROSE ROAD	0.44	0.44	I	24				
4010	COYOTE ROAD	0.20	0.20	III	25	2802	MONO LAKE AVENUE	0.16	0.16	I	11	3022	WET MEADOW ROAD	0.26	0.26	V	15				
2414	COYOTE SPRINGS ROAD	0.20	0.20	III	25	2802	MONO LAKE AVENUE	0.05	0.05	III	24	2801	WHEELER VIEW DRIVE	0.02	0.02	III	24				
3084	COYOTE SPRINGS ROAD	0.29	0.29	III	9	2034	MORRIS MINE ROAD	0.23	0.34	V	20	2411	WHITE MOUNTAIN DRIVE	0.17	0.17	III	25				
3104	CRAWFORD AVENUE	0.29	0.29	III	15	2405	MOUNTAIN VIEW AVENUE	0.23	0.23	III	25	2040	WHITE MOUNTAIN ESTES ROAD	0.90	0.90	III	25				
2052	CRESTVIEW DRIVE	0.50	0.50	III	21	2209	MOUNTAIN VIEW DRIVE	0.41	0.44	0.85	III	24	2045	WHITE MOUNTAIN RANCH ROAD	0.62	0.62	III	21			
3024	CROCKED MEADOWS ROAD	0.43	0.43	V	15	2018	MT MORRISON ROAD	0.69	1.00	III	19	2074	WHITMORE TUBS ROAD	0.07	0.07	V	19				
2308	CROWLEY LAKE CIRCLE	0.64	1.24	III	24	4118	N BUCKEYE DRIVE	0.25	0.25	III											



## Road Area 1 Snow Removal Road Priorities

Road Number	Road Name	Paved	Dirt	Snow	Class	Map Reference
<b>Crowley</b>						
2005	CROWLEY LAKE DRIVE	8.69		8.50	I	24
2006	OWENS GORGE ROAD	4.28		1.00	I	24-20
2011	SOUTH LANDING ROAD	1.12		1.08	I	24
2017	BENTON CROSSING ROAD	30.44		30.44	II	19-20-16
2014	McGEE CREEK ROAD	2.20	0.79	0.20	II	23
2076	PIT ROAD	1.04		1.04	II	19
2070	ASPEN SPRINGS RANCH	0.74		0.74	III	24
2303	ASPEN TERRACE	0.27		0.27	III	24
2018	CONVICT LAKE ROAD	2.73		2.50	III	19
2308	CROWLEY LAKE CIRCLE	0.04		0.04	III	24
2015	CROWLEY LAKE PLACE	0.59		0.59	III	24
2309	ELDERBERRY LANE	0.11		0.11	III	24
2013	GREGORY LANE	0.24		0.24	III	23
2313	LARKSPUR LANE	0.14		0.14	III	24
2310	PEARSON ROAD (west end)	0.18		0.18	III	24
2314	SHANNA CIRCLE	0.02		0.02	III	24
2312	SIERRA SPRINGS DRIVE	0.64		0.64	III	24
2120	SIERRA VISTA CIRCLE	0.04		0.04	III	24
2311	WILD ROSE DRIVE	0.05		0.05	III	24
3001	BIG SPRINGS ROAD	0.49	4.87	0.09	IV	19-15
2072	OWENS RIVER ROAD	3.80	12.32	10.58	IV	19
2003	ROCK CREEK ROAD	8.05		6.00	IV	24
3003	BALD MOUNTAIN ROAD		11.31		V	15
3004	BALD MOUNTAIN SPRINGS ROAD		1.60		V	15
2019	CONVICT CAMPGROUND	0.80			V	19
2084	DEADMAN CREEK ROAD		7.14		V	19
2083	DRY CREEK CUT-OFF		2.44		V	19
2085	GLASS CREEK ROAD		0.65		V	15
2071	HOT CREEK RANCH ROAD		1.14		V	19
2082	HUNTLEY MINE ROAD		0.50		V	19
2020	LAYTON SPRINGS ROAD		0.50		V	20
3002	OBSIDIAN DOME ROAD		1.56		V	15
2009	SPILLWAY ROAD		0.23		V	24
2077	SUMMERS ROAD		0.22		V	19
2074	WHITMORE TUBS ROAD		2.79		V	19
ZOB	PEARSON ROAD (east of Larkspur)	0.14		0.14	III	24
ZOB	RED BLUFF TRAIL	0.20		0.20	III	24

## Road Area 1 Snow Removal Road Priorities

Road Number	Road Name	Paved	Dirt	Snow	Class	Map Reference
<b>Crowley (continued)</b>						
ZOB	LARKSPUR DRIVE	0.15		0.15	III	24
ZOB	CIMMARON CIRCLE	0.06		0.06	III	24
ZOB	LAKERIDGE TRAIL	0.16		0.16	III	24
ZOB	HIDDEN CANYON COURT	0.11		0.11	III	24
ZOB	LAKE RIDGE TRAIL	0.16		0.16	III	24
<b>Hilton Creek</b>						
2070	ASPEN SPRINGS RANCH	0.74		0.74	III	24
2304	DELTA DRIVE	0.27		0.27	III	24
2306	HILTON CREEK DRIVE	0.23		0.23	III	24
2307	HILTON CREEK PLACE	0.10		0.10	III	24
2302	LAKE MANOR PLACE	0.17		0.17	III	24
2301	MEADOW VIEW DRIVE	0.24		0.24	III	24
2305	PLACER ROAD	0.04	0.20	0.14	III	24
2010	RAINBOW TARNs ROAD		0.51	0.51	III	24
2012	HILTON CREEK TRAIL		0.43		V	24
<b>Hot Creek</b>						
2091	HOT CREEK HATCHERY ROAD	1.80	3.17	0.80	I	19
2073	SCHOOL ROAD	0.12		0.12	I	19
2088	AIRPORT ROAD	1.34		1.34	II	19
2081	ANTELOPE SPRINGS ROAD	0.94	8.82	0.25	III	19
2080	CASA DIABLO CUT-OFF	0.04		0.04	III	19
2016	MT. MORRISON ROAD	0.69		1.00	III	19
2089	SHERWIN CREEK ROAD	0.28	2.04	0.03	III	19
2078	SUBSTATION ROAD	1.53		1.53	III	19
<b>Paradise</b>						
2001	LOWER ROCK CREEK ROAD	9.36		9.36	I	20
2101	WESTRIGE ROAD	0.44		0.44	I	24
2107	ALISON LANE	0.10		0.10	III	24
2109	DEER PEAK TRAIL	0.16		0.16	III	24
2105	DENNIS WAY	0.03		0.03	III	24
2110	EAGLE VISTA	0.09		0.09	III	24
2106	GLEN COURT	0.04		0.04	III	24
2002	PARADISE PIT ROAD		0.06	0.06	III	24
2103	SCOTT ROAD	0.07		0.07	III	24

## Road Area 1 Snow Removal Road Priorities

Road Number	Road Name	Paved	Dirt	Snow	Class	Map Reference
<b>Paradise (continued)</b>						
2108	SHERWIN TRAIL	0.12		0.12	III	24
2102	PARADISE POINT	0.04		0.04	III	24
2104	SUMMIT ROAD	0.19		0.19	III	24
<b>Sunny Slopes</b>						
2802	MONTANA ROAD	0.05		0.05	III	24
2008	SUNNY SLOPE ROAD	0.17		0.17	III	24
2801	WHEELER VIEW DRIVE	0.02		0.02	III	24
2006	OWENS GORGE ROAD	4.28		1.00	I	24-20
2006	OWENS GORGE ROAD	4.28		3.28	III	24
2006	OWENS GORGE ROAD		6.25	6.25	IV	24
2021	CASA DIABLO MN CF		5.94		V	20
2023	CASA DIABLO MN ROAD		17.93		V	20-24
2006	OWENS GORGE ROAD		5.35		V	24
2086	OWENS RIVER RANCH ROAD		0.15		V	19
2022	ROUND MTN ROAD		4.75		V	20
2090	SAWMILL ROAD	0.23	0.98		V	19
2024	SHEEP CAMP ROAD		3.65		V	20
<b>Swall Meadows</b>						
2001	LOWER ROCK CREEK ROAD	9.36		9.36	I	20
2112	RIMROCK DRIVE	0.87		0.87	II	24
2201	SWALL MEADOWS ROAD			0.49	II	24
2111	VALLEY VIEW ROAD	0.33		0.33	II	24
2202	WILSON ROAD	0.18		0.18	II	24
2207	FOOTHILL ROAD	0.22		0.22	III	24
2206	MEADOW ROAD	0.10		0.10	III	24
2209	MOUNTAIN VIEW DRIVE	0.41	0.44	0.85	III	24
2208	N. VALLEY VIEW DRIVE	0.10	0.11	0.21	III	24
2205	ORCHARD ROAD	0.19		0.19	III	24
2210	PINE DRIVE	0.05	0.19	0.24	III	24
2115	PINION DRIVE	0.31		0.31	III	24
2116	QUAIL CIRCLE	0.10		0.10	III	24
2211	SKY MEADOWS ROAD	0.24	0.80	1.04	III	24
2204	WILLOW ROAD	0.14		0.14	III	24
ZOB	SIERRA WAVE (South of Ridgeview)	0.17		0.17	III	24
ZOB	SIERRA WAVE (North of Ridgeview)	0.23		0.23	III	24
ZOB	RIMROCK DRIVE (small south part)	0.10		0.10	II	24

## Road Area 1 Snow Removal Road Priorities

Road Number	Road Name	Paved	Dirt	Snow	Class	Map Reference
<b>Swall Meadows (continued)</b>						
ZOB	COUGAR RUN	0.17		0.17	III	24
ZOB	RIDGE VIEW	0.08		0.08	III	24



## Road Area 2 Snow Removal Road Priorities

Road Number	Road Name	Paved	Dirt	Snow	Class	Map Reference
<b>Benton</b>						
2017	BENTON CROSSING ROAD	30.44		30.44	I	19-20-16
2065	BRAMLETTE RANCH ROAD		1.64	1.64	III	16
2058	CHRISTIE LANE	0.10	0.30	0.40	III	16
2060	CLARK RANCH ROAD		0.43	0.43	III	16
2048	DAWSON RANCH ROAD	0.77		0.77	III	21
2061	FOOTHILL ROAD		4.21	4.21	III	16
2062	G-BAR-T RANCH ROAD		0.92	0.92	III	16
2057	GOOLSBY RANCH ROAD	0.44		0.44	III	16
2049	INDIAN CREEK ROAD		0.24	0.24	III	16
2064	PEDRO RANCH ROAD		0.80	0.80	III	16
2059	REICHART RANCH ROAD	0.69		0.69	III	16
2063	SIPES RANCH ROAD		1.03	1.03	III	16
2056	SOUTH ROAD	0.32		0.32	III	16
2055	WALKER PLACE	0.09		0.09	III	16
2029	YELLOW JACKET ROAD	1.13	7.16	7.12	I	16
<b>Chalfant</b>						
2040	WHITE MOUNTAIN ESTS. ROAD	0.90		0.90	I	25
ZOB	WHITE MOUNTAIN ESTS. ROAD	0.07			III	25
2402	VALLEY ROAD	0.70		0.70	I	25
2406	BROWN SUBDIVISION ROAD	0.10		0.10	I	25
2408	CHIDAGO WAY	0.20		0.20	I	25
2412	SACRAMENTO STREET	0.25		0.25	I	25
2413	CHALFANT ROAD	0.94		0.94	I	25
2416	LISA LANE	0.28		0.28	I	25
2041	SEQUOIA STREET	0.19		0.19	II	25
2042	PONDEROSA STREET	0.20		0.20	II	25
2043	TENAYA DRIVE	0.13		0.13	II	25
ZOB	TENAYA DRIVE	0.13			III	25
ZOB	REDWOOD DRIVE	0.19			III	25
ZOB	TUOLUMNE ROAD	0.19			III	25
ZOB	WATKINS PLACE	0.18			III	25
2039	CHALFANT LOOP ROAD		2.00	2.00	III	25
2045	WHITE MOUNTAIN RANCH ROAD		0.62	0.50	III	21
2401	HUNTER AVENUE	0.27		0.27	I	25

## Road Area 2 Snow Removal Road Priorities

Road Number	Road Name	Paved	Dirt	Snow	Class	Map Reference
<b>Chalfant (continued)</b>						
2403	VIRGINIA AVENUE	0.21		0.21	III	25
2404	CHASE AVENUE	0.20		0.20	III	25
2405	MOUNTAIN VIEW AVENUE	0.23		0.23	III	24
2407	LOCUST STREET	0.25	0.25	0.50	III	25
2409	PIUTE LANE	0.09		0.09	III	25
2410	COLD WATER ROAD	0.09		0.09	III	25
2411	WHITE MOUNTAIN DRIVE	0.17		0.17	III	25
2414	COYOTE ROAD	0.20		0.20	III	25
2415	BUENA VISTA DRIVE	0.23		0.23	III	25
2417	RONDA LANE	0.17		0.17	III	25
2418	MARY LANE	0.17		0.17	III	25
ZOB	OSAGE CIR	0.21		0.21	III	25
2046	FISH SLOUGH ROAD		17.34		V	25-21
<b>Hammil Valley</b>						
2053	BLACK ROCK MINE ROAD	7.88	0.31	0.30	III	20
2051	CINNAMON RANCH ROAD	0.28		0.28	III	21
2052	CRESTVIEW DRIVE	0.50		0.50	III	21
2050	HAMMIL ROAD	0.78		0.78	III	21
2053	BLACKROCK MINE RD.			7.12	IV	20
2028	CATTLE DRIVE ROAD		1.97	1.97	IV	20
2032	JOE MAIN ROAD		0.77	0.77	IV	20
2033	RABBIT RANCH ROAD		1.20	0.95	IV	20
3028	ADOBE RANCH ROAD		4.39	0.00	V	16
2027	BARKER MINE ROAD		4.20		V	20
3031	BLACK CANYON ROAD		1.85		V	16
2067	BLACK LAKE ROAD		0.10		V	16
2068	CANYON ROAD		2.86		V	26
2025	CHIDAGO CANYON ROAD		14.60		V	20-21
2035	CHIDAGO LOOP ROAD		5.58		V	20
2026	DEER SPRINGS ROAD		2.08		V	20
2047	HIEROGLYPH ROAD		0.10		V	25
2037	LONE STAR MINE ROAD		1.03		V	20
2036	LONE STAR ROAD		2.29		V	20
3029	McGEE CANYON ROAD		10.78		V	16
2034	MORRIS MINE ROAD		3.34		V	20

## Road Area 2 Snow Removal Road Priorities

Road Number	Road Name	Paved	Dirt	Snow	Class	Map Reference
<b>Hammil Valley (continued)</b>						
2044	PETROGLYPH ROAD		0.50		V	25
2030	PUMICE MILL ROAD		0.60		V	25
2038	PUMICE MILL ROAD		1.45		V	16
2031	PUMICE MINE ROAD		0.21		V	16
2069	RANCH ROAD		1.51		V	16
3030	RIVER SPRINGS ROAD		3.77		V	16
3033	SAWMILL CROSS-OVER ROAD		4.00		V	16
3032	SAWMILL MEADOWS ROAD		10.20		V	16
2066	TRUMAN MEADOWS ROAD		2.59		V	16
2054	VAN LOON CUT-OFF		2.65		V	20
3022	WET MEADOW ROAD		20.75		V	15

## Road Area 3 Snow Removal Road Priorities

Road Number	Road Name	Paved	Dirt	Snow	Class	Map Reference
<b>Conway Summit</b>						
3052	GOAT RANCH CUT-OFF		10.96	2.00	I	9
3403	GLACIER CANYON WAY	0.25		0.25	III	11
3402	WILSON CREEK ROAD	0.38		0.38	III	11
3405	BODIE CIRCLE	0.06			V	11
3027	DOBIE MEADOWS ROAD		31.63	4.83	IV	9-12-13
3404	LUNDY CIRCLE	0.07			V	11
<b>June Lake</b>						
3010	DREAM MOUNTAIN DRIVE	0.30		0.30	I	14
3120	NORTHSHORE	3.55		3.55	I	14-15
3108	BRUCE STREET	0.22		0.22	II	14
3112	GULL LAKE ROAD	0.14		0.14	II	15
3103	KNOLL AVENUE	0.18		0.18	II	14
3109	LEONARD AVENUE	0.21		0.21	II	14
3116	ALDERMAN STREET	0.20		0.20	III	15
3009	ASPEN ROAD	0.22		0.22	III	14
3106	BRENNER STREET	0.10		0.10	III	15
3104	CRAWFORD AVENUE	0.29		0.29	III	15
3107	FOREST ROAD	0.40		0.40	III	14
3106	FOSTER AVENUE	0.12		0.12	III	15
3107	GRANITE AVENUE	0.21		0.21	III	15
3111	HOWARD AVENUE	0.07		0.07	III	15
3113	LAKEVIEW DRIVE	0.29		0.29	III	15
3116	LYLE TERRACE	0.39		0.19	III	15
3119	PINE CLIFF ROAD	0.98		0.50	III	15
3036	CITY CAMP ROAD	0.19			V	14
3037	ELLERY LAKE CAMPGROUND ROAD	0.25			V	11
3012	GULL LAKE CAMPGROUND ROAD	0.31			V	15
3014	PARKER LAKE ROAD		2.67		V	14
ZOB	PETERSON TRACT (June Lake downcanyon)	1.40		1.40	III	14
ZOB	MOUNTAIN VISTA DRIVE	0.16		0.16	II	14
ZOB	LEONARD AVENUE - western part	0.28		0.28	II	14
ZOB	LEONARD AVENUE - By Cino Lodge	0.06		0.06	II	14
ZOB	HIGHLAND DRIVE	0.24		0.24	II	14
ZOB	HIGHLAND PLACE	0.07		0.07	III	14
<b>Lee Vining</b>						
3016	FOURTH STREET	0.06		0.06	I	11
3044	LEE VINING AVENUE	0.44		0.30	I	11
3048	OIL PLANT ROAD	0.73	0.29	0.73	I	11
3053	DROSS ROAD	0.41		0.41	II	15
3101	AIRPORT ROAD	0.65		0.65	III	11
3015	BIG ROCK ROAD	0.12		0.12	III	15

## Road Area 3 Snow Removal Road Priorities

Road Number	Road Name	Paved	Dirt	Snow	Class	Map Reference
<b>Lee Vining (continued)</b>						
3204	C STREET	0.04		0.04	III	11
3205	COTTONWOOD CANYON ROAD		10.96		III	9
3018	D STREET	0.06		0.06	III	11
3201	FIRST STREET	0.09		0.09	III	11
3202	LEE VINING AVENUE			0.14	III	11
3204	LUNDY LAKE ROAD	5.21	1.51	1.25	I	11
3206	MATTLY AVENUE	0.54		0.54	I	11
3207	MILL CREEK POWER HOUSE ROAD		0.78	0.78	III	11
3208	MONO LAKE AVENUE	0.16		0.16	I	11
3209	PAOHA DRIVE	0.12		0.12	III	11
3210	PUMICE ROAD	0.15		0.15	III	11
3211	SECOND STREET	0.07		0.07	III	11
3212	TEST STATION ROAD	1.21	4.43	1.21	III	11-12
3214	THIRD STREET	0.10		0.10	III	11
3215	YOSEMITE DRIVE	0.06		0.06	III	11
3305	CONWAY ROAD	0.34		0.04	III	11
3401	POOLE POWER PLANT ROAD	1.92	1.40	3.32	IV	11
3035	UTILITY ROAD	0.93		0.93	IV	11
3029	BAXTERS ROAD		0.68		V	15
3031	CONWAY RANCH ROAD		3.15		V	11
3032	COONEY ROAD		2.42		V	11
3033	COYOTE SPRINGS ROAD		6.57		V	8
3034	CROOKED MEADOWS ROAD		0.43		V	15
3039	JCT. CAMPGROUND ROAD		0.19		V	11
3040	JOHNNY MEADOWS ROAD		1.98		V	15
3043	LOG CABIN MINE ROAD		4.85		V	11
3045	LOGGING CAMP ROAD		5.45		V	11
3046	LUNDY CUT-OFF		0.40		V	11
3047	LUNDY DAM ROAD		0.24		V	11
3050	MILLER SPUR ROAD		0.06		V	11
3053	PICNIC GROUNDS ROAD		4.11		V	11
3054	PICNIC SHORT-CUT ROAD		0.11		V	11
3017	PILOT SPRINGS ROAD		4.08		V	15
3203	PUMICE MINE ROAD	0.41	2.94		V	15
3019	RATTLESNAKE GULCH ROAD		0.61		V	11
3020	RIVER SPRINGS ROAD		3.77		V	16
3021	RUSH CREEK ROAD		3.08		V	12
3022	SAGE HEN MEADOWS ROAD		8.82		V	15
3023	SAND FLAT CUT-OFF		4.56		V	15
3026	THOMPSON ROAD		1.13		V	11
3005	WEST PORTAL ROAD		3.50		V	14-15
3114	SADDLEBAG LAKE ROAD		2.59		V	11
3027	WET MEADOW ROAD		20.75		V	15

## Road Area 3 Snow Removal Road Priorities

Road Number	Road Name	Paved	Dirt	Snow	Class	Map Reference
<b>Mono City</b>						
3302	EAST MONO LAKE DRIVE	1.23		1.23	I	11
3303	BLUE LAKE WAY	0.04		0.04	III	11
3304	CEMETERY ROAD	1.40	4.52	1.40	I	11
3306	GREEN LAKES COURT	0.03		0.03	III	11
3307	LAKE HELEN COURT	0.04		0.04	III	11
3042	PEELER LAKE DRIVE	0.38		0.38	III	11
3301	SILVER LAKE WAY	0.09		0.09	III	11
3303	TWIN LAKES DRIVE	0.16		0.16	III	11
3041	McPHERSON SUBDIVISION ROAD		0.38	0.38	IV	11

## Road Area 4 Snow Removal Road Priorities

Road Number	Road Name	Paved	Dirt	Snow	Class	Map Reference
<b>Bridgeport</b>						
4104	KINGSLEY STREET	0.37		0.37	I	5
4107	SCHOOL STREET	0.16		0.16	I	5
4103	HAYS STREET	0.06		0.06	II	5
4102	BRIDGE STREET	0.05		0.05	III	5
4113	BRYANT STREET	0.20		0.20	I	5
4021	BUCKEYE ROAD	0.40	7.00	0.50	III	8
4112	COURT STREET	0.04		0.04	III	5
4110	DAY LANE	0.05		0.05	III	5
4109	EMIGRANT STREET	0.49		0.49	I	5
4101	JACK SAWYER ROAD	0.19		0.19	III	5
4108	KIRKWOOD STREET	0.10		0.10	III	5
4105	LAUREL AVENUE	0.10		0.10	III	5
4106	SINCLAIR STREET	0.23		0.23	I	5
4111	STOCK DRIVE	0.50		0.50	III	5
4009	BODIE CEMETERY ROAD		0.28		V	5
4008	BODIE MASONIC ROAD		15.46		V	5-9
4007	BODIE ROAD		10.44		V	8-9
4011	BOUNDARY ROAD		1.48		V	6
4010	COW CAMP ROAD		5.12		V	5
4002	DUNDERBURG MEADOWS ROAD		8.32		V	8-11
4004	GREEN CREEK ROAD		9.36		V	8
4003	LITTLE VIRGINIA LAKES ROAD		0.20		V	11
4020	MASONIC ROAD		11.84		V	5
4005	UPPER SUMMERS MEADOWS ROAD		6.70		V	8
4001	VIRGINIA LAKES ROAD	5.90	0.36		IV	11-8
<b>Twin Lakes</b>						
4012	TWIN LAKES ROAD	13.46		7.28	I	8-5
4014	HACKAMORE PLACE	0.52		0.52	III	8
4013	HUNEWILL RANCH ROAD	1.04	0.10	1.14	III	8
4016	KAYAK ROAD	0.09		0.09	III	8
4015	SPUR COURT	0.07		0.07	III	5
4012	TWIN LAKES ROAD			6.18	III	8-5
4017	SOUTH TWIN ROAD		2.22	0.22	IV	8
4022	BUCKEYE CREEK ROAD		0.60		V	5
<b>Sierra View</b>						
4114	AURORA CANYON ROAD	0.65	7.21	0.65	I	5
4116	CAMERON DRIVE	0.10		0.10	III	5
4115	CEMETERY ROAD	0.04		0.04	III	5
4018	GARBAGE PIT ROAD	0.05		0.05	III	5
4118	N. BUCKEYE DRIVE	0.25		0.25	III	5
4019	RAMP ROAD	0.20		0.20	III	5
4117	SIERRA VIEW DRIVE	0.10		0.10	III	5

## Road Area 5 Snow Removal Road Priorities

Road Number	Road Name	Paved	Dirt	Snow	Class	Map Reference
<b>Walker / Coleville / Topaz</b>						
5007	EASTSIDE LANE	6.76	1.26	6.76	I	1-2
5013	LARSON LANE	2.10		2.10	I	2
5015	TOPAZ LANE	3.51		3.51	I	1
5008	CAMP ANTELOPE ROAD	0.91		0.91	II	3
5014	CUNNINGHAM LANE	2.83		2.83	II	1
5003	HACKNEY DRIVE	0.09		0.09	I	2
5002	PINE NUT ROAD	0.69		0.69	II	2
5004	SHOP ROAD	0.07		0.07	I	2
5001	BURCHAM FLAT ROAD		14.78	1.00	III	3-4
5016	CHARLEBOIS ROAD		0.19	0.19	III	1
5011	EASTSIDE ROAD		1.07	1.07	III	2
5010	LONE COMPANY ROAD	0.08	0.35	0.43	III	5
5012	OFFAL ROAD	0.31		0.31	III	2
5009	PATRICIA LANE	0.43		0.43	III	2
5005	MILL CANYON ROAD	0.04	8.25	1.00	IV	2
5006	GOLDEN GATE ROAD		6.25		V	2
5018	LITTLE WALKER ROAD		3.80		V	4
5017	LOBDELL LAKE ROAD		7.00		V	2





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

**REGULAR AGENDA REQUEST**

Print

**MEETING DATE** December 17, 2019

**Departments: Public Works**

**TIME REQUIRED** 5 minutes

**SUBJECT** Civic Center Update

**PERSONS  
APPEARING  
BEFORE THE  
BOARD**

Tony Dublino, Director of Public Works

**AGENDA DESCRIPTION:**

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

Update on the Mono County Civic Center Project at 96 Thompson Way.

**RECOMMENDED ACTION:**

There is no formal action requested, although the Board may provide staff direction regarding proposed design changes.

**FISCAL IMPACT:**

None at this time. Board direction may generate future items that would have associated fiscal impacts.

**CONTACT NAME:** Tony Dublino

**PHONE/EMAIL:** 760.932.5459 / tdublino@mono.ca.gov

**SEND COPIES TO:**

**MINUTE ORDER REQUESTED:**

YES  NO

**ATTACHMENTS:**

Click to download
<a href="#">Staff Report</a>
<a href="#">Drawing</a>
<a href="#">Drawing</a>
<a href="#">Cost Estimate</a>

**History**

Time	Who	Approval
12/13/2019 12:18 PM	County Administrative Office	Yes

12/13/2019 10:31 AM

County Counsel

Yes

12/13/2019 12:18 PM

Finance

Yes



# MONO COUNTY DEPARTMENT OF PUBLIC WORKS

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POST OFFICE BOX 457 • 74 NORTH SCHOOL STREET • BRIDGEPORT, CALIFORNIA 93517  
760.932.5440 • Fax 760.932.5441 • [monopw@mono.ca.gov](mailto:monopw@mono.ca.gov) • [www.monocounty.ca.gov](http://www.monocounty.ca.gov)

**Date:** December 17, 2019  
**To:** Honorable Chair and Members of the Board of Supervisors  
**From:** Tony Dublino, Director of Public Works  
**Subject:** Mono County Civic Center – Monthly Update

The following information is intended to inform the Board and the public about the current status of the Civic Center project.

## **Current Status**

### *Construction - Exterior*

As of Thursday 12/12/19, the standing seam metal roof material is fabricated, on site, and being installed from east to west across the building. Contractor hopes to complete the installation before the next round of significant winter storms arrives, currently projected around 12/20. The window frames are being installed across the building, with glazing panels being delivered next week when installation will begin immediately.

### *Interior*

On the interior of the building, the entire first floor has been framed with all mechanical, electrical and plumbing systems roughed in. Drywall has been hung on one side of the first floor walls, with insulation staged and planned for installation the week of 12/16. County staff are currently performing first floor inspections to ensure consistency with approved plans for telecom outlets and other building details.

The second floor has mechanical, electrical and plumbing work underway along with framing, which is approximately 75% complete. Following framing, drywall work will begin with all drywall and insulation for both floors expected to be complete by mid-January.

### *Site*

Minor site work and final grading continues on the back side of the site in preparation for the mechanical yard. No other site work is planned until spring.

## **Interagency Coordination**

The County is drafting an agreement between the Town and the County that will address certain infrastructure improvements that will benefit the Town's future use of the property, and the maintenance of those improvements. County staff expects to engage with Town staff in January to work on the details.

## **Design**

The County has requested pricing on the addition of a small number of walls throughout the first floor: to create an enclosed office for the CAO, as well as to create a buffer between incompatible uses in

the open office areas. We have received pricing for the improvements and the costs are not expected to exceed \$25,000. It is not clear whether the contractor intends to seek a change order for these relatively minor requests, but if so the specific dollar amount will be returned to the Board for further consideration and approval.

The County has also inquired about costs related to the build out of the second floor where the current design has an open, vaulted ceiling from the first floor. This effort would create an additional 800 square feet of usable space within the building. The contractor provided an estimate for this work on Wednesday, Dec 11. The estimate for the structural work alone, providing a basic 'shell' on the second floor, would be \$248,648. The estimate to relocate the Training Room upstairs and build out additional office space downstairs is \$584,124 (see attached drawings), for a total of approximately \$832,000. This work would necessarily continue after the proposed move-in date of late March, lasting approximately 2.5 months beyond that time. This proposed change would generate a change order in that amount, and an associated increase to the project budget if the Board decides to pursue this change.

### **Budget and Estimate**

The budget meeting on Wednesday, Dec 11<sup>th</sup> showed the total project estimate at \$21,668,336 with \$448,325 remaining in contingency, meaning the project remains over budget by approximately \$720,000. As of this time, the County has paid out \$10.8m of the \$20.5m in bond proceeds for the project, covering work performed through October 2019.

### **Value Engineering**

There have been no value engineering concepts proposed or adopted since the last meeting.

### **Move—Transition Team**

Staff has coordinated the first of several meetings of the Civic Center Transition Team, which will be preparing the Departments for the relocation to the new space. Future efforts of the Transition Team are expected to be led by Dave Wilbrecht, with assistance from Nate Greenberg.

### **Schedule**

No changes have been made to the overall schedule since the last update - the schedule is approximately 3 weeks behind the initial schedule, with substantial completion in March of 2020, with occupancy as soon as building commissioning can be completed.

If you have any questions regarding this item, please contact Tony Dublino at [tdublino@mono.ca.gov](mailto:tdublino@mono.ca.gov) (760) 932-5459.

Respectfully submitted,



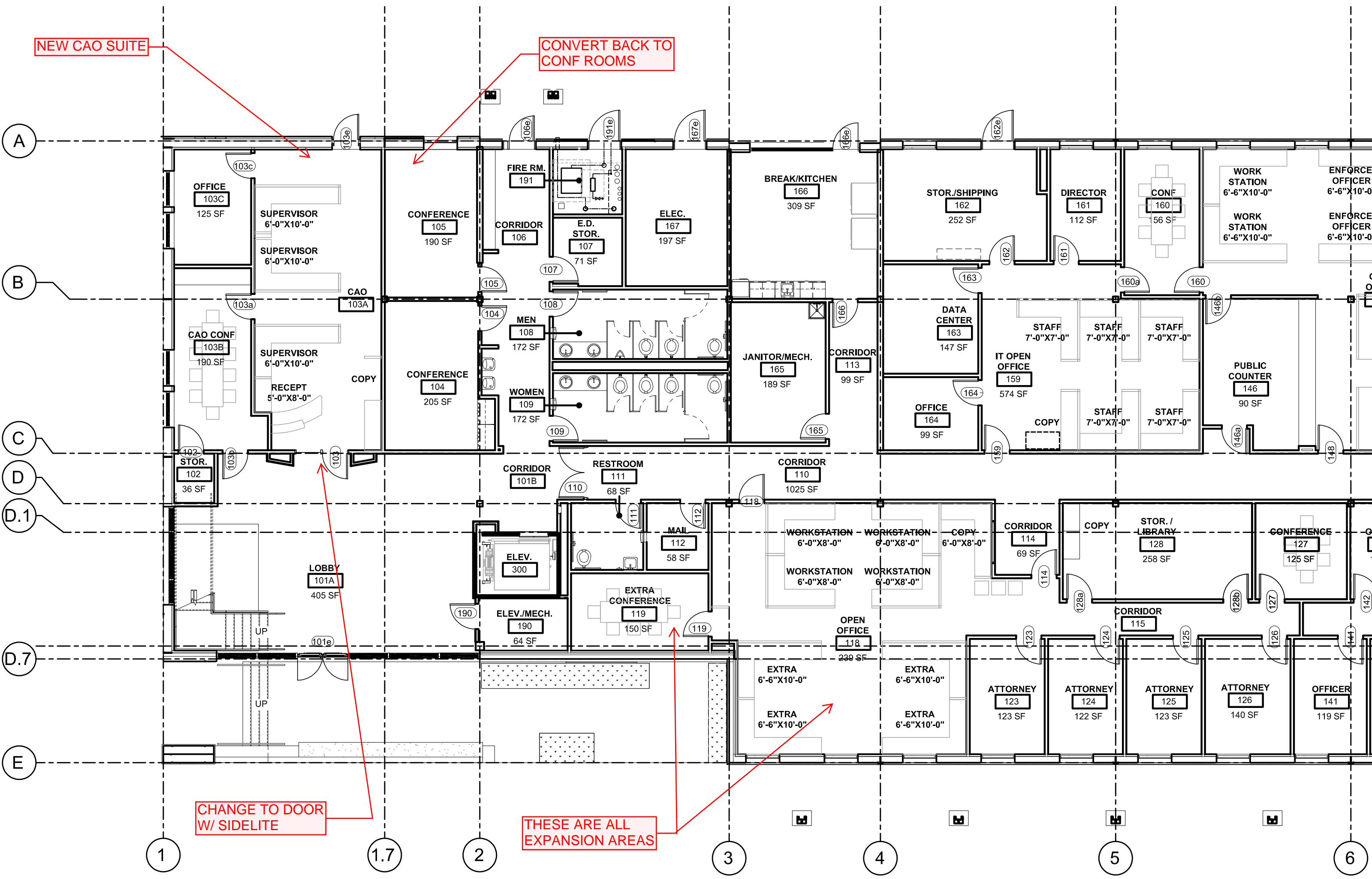
Tony Dublino / Director of Public Works

NEW CAO SUITE

CONVERT BACK TO CONF ROOMS

CHANGE TO DOOR W/ SIDELITE

THESE ARE ALL EXPANSION AREAS





VE Item	Description	Takeoff Quantity		Total Cost/Unit		Total Amount	
<b>Structural</b>	<b>Infill Area Above Training Room</b>						
	Design (Arch, Structural & Fire Sprinkler)	1	sf	26,560.00		\$ 26,560.00	
	Structural Inspections	1	ls	15,000.00		\$ 15,000.00	
	Demo - Walls	1,500	sf	7.50		\$ 11,250.00	
	Demo - Ceilings	950	sf	7.50		\$ 7,125.00	
	Demo - Slab	4	ea	800.00		\$ 3,200.00	
	Concrete - Footing & AB Template	4	ea	3,875.00		\$ 15,500.00	
	Concrete - SOG	4	ea	2,075.00		\$ 8,300.00	
	Concrete - SOMD	877	sf	22.58		\$ 19,800.00	
	Structural Steel	3	tons	30,333.33		\$ 91,000.00	
	Decking	877	ls	17.96		\$ 15,748.99	
	Cosco	877	ls	12.00		\$ 10,524.00	
	General Conditions - If completed prior to 4/1/2019	0.00	mo	75,660.00		\$ -	
	Fee, Ins & Overhead Per Exhibit B 11%	1.00	ls	24,640.88		\$ 24,640.88	
		0.00	sf	0.00		\$ -	
		<b>Infill Area Above Training Room</b>					<b>\$ 248,648.87</b>
	<b>Finishes</b>	<b>Infill Area Above Training Room</b>					
Design (Arch, Struc, Fire Sprinkler, Mech, Plumb & Elec)		1	ea	55,560.00		\$ 55,560.00	
Doors, Frames & Hardware		3	ea	1,563.00		\$ 4,689.00	
Glazing		25	sf	20.00		\$ 500.00	
Drywall		1	ls	74,095.00		\$ 74,095.00	
Insulation		1	ls	3,998.00		\$ 3,998.00	
Flooring		877	sf	7.00		\$ 6,139.00	
Painting		1	ls	10,698.00		\$ 10,698.00	
Acoustical Ceilings		1	sf	11,635.00		\$ 11,635.00	
Plumbing		1	ls	10,000.00		\$ 10,000.00	
HVAC		1	ls	25,000.00		\$ 25,000.00	
Electrical		1	ls	124,250.00		\$ 124,250.00	
Cosco - Adjust heads		877	ls	12.00		\$ 10,524.00	
General Conditions		2.50	mo	75,660.00		\$ 189,150.00	
Fee, Ins & Overhead Per Exhibit B 11%		1.00	ls	57,886.18		\$ 57,886.18	
		0.00	sf	0.00		\$ -	
		<b>Infill Area Above Training Room</b>					<b>\$ 584,124.18</b>



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

**REGULAR AGENDA REQUEST**

Print

**MEETING DATE** December 17, 2019

**Departments: Probation**

**TIME REQUIRED** 15 minutes

**PERSONS APPEARING BEFORE THE BOARD** Karin Humiston

**SUBJECT** Community Corrections Partnership Update

**AGENDA DESCRIPTION:**

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

Informational Update on the progress of the Community Corrections Partnership.

**RECOMMENDED ACTION:**

None; informational only.

**FISCAL IMPACT:**

None

**CONTACT NAME:** Karin Humiston

**PHONE/EMAIL:** 7609325572 / khumiston@mono.ca.gov

**SEND COPIES TO:**

**MINUTE ORDER REQUESTED:**

YES  NO

**ATTACHMENTS:**

<p><a href="#">Click to download</a></p> <p>No Attachments Available</p>
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**History**

Time	Who	Approval
12/12/2019 2:52 PM	County Administrative Office	Yes
11/22/2019 12:48 PM	County Counsel	Yes
12/10/2019 9:20 AM	Finance	Yes





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

**REGULAR AGENDA REQUEST**

Print

**MEETING DATE** December 17, 2019

**Departments: County Counsel**

**TIME REQUIRED** 5 minutes

**PERSONS APPEARING BEFORE THE BOARD** Stacey Simon

**SUBJECT** Employment Agreement with Anne Larsen as Assistant County Counsel and Allocation List Amendment

**AGENDA DESCRIPTION:**

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

After two years in the position of Deputy County Counsel III, an attorney becomes eligible for promotion to Assistant County Counsel. The proposed resolution would allocate an Assistant County Counsel position and eliminate a Deputy County Counsel III position within the Office of the County Counsel and approve an employment agreement with Anne Larsen as Assistant County Counsel.

**RECOMMENDED ACTION:**

Adopt proposed resolution R19 - \_\_, Authorizing the County Administrative Officer to amend the list of allocated positions to add one Assistant County Counsel position and delete one Deputy County Counsel III position within the Office of the County Counsel. Read fiscal impact and adopt proposed resolution approving an employment agreement with Anne Larsen as Assistant County Counsel.

**FISCAL IMPACT:**

The annual increase in salary and benefits is \$12,977 (salary \$10,440, benefits \$2,537), which amount is available within the County Counsel budget.

**CONTACT NAME:** Stacey Simon

**PHONE/EMAIL:** 1704 / ssimon@mono.ca.gov

**SEND COPIES TO:**

**MINUTE ORDER REQUESTED:**

YES  NO

**ATTACHMENTS:**

Click to download
<a href="#">Staff Report</a>
<a href="#">Resolution -- Allocation List</a>
<a href="#">Resolution - Employment Agreement</a>

**History**

<b>Time</b>	<b>Who</b>	<b>Approval</b>
11/21/2019 3:18 PM	County Administrative Office	Yes
12/12/2019 1:56 PM	County Counsel	Yes
11/25/2019 9:07 AM	Finance	Yes

**County Counsel**  
Stacey Simon

**Assistant County Counsel**  
Christian E. Milovich

**Deputy County Counsel**  
Anne M. Larsen  
Jason Canger

**OFFICE OF THE  
COUNTY COUNSEL**

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

**Telephone**  
760-924-1700

**Facsimile**  
760-924-1701

**Paralegal**  
Jenny Lucas

To: Board of Supervisors

From: Stacey Simon

Date: December 17, 2019

Re: Allocation List Amendment – Assistant County Counsel and  
Employment Contract for Anne Larsen

**Recommended Action**

Adopt proposed resolution authorizing the County Administrative Officer to amend the list of allocated positions to add one Assistant County Counsel position and delete one Deputy County Counsel III position within the Office of the County Counsel.

Read fiscal impact and adopt proposed resolution approving an employment agreement with Anne Larsen as Assistant County Counsel.

**Strategic Plan Focus Area(s) Met**

Economic Base     Infrastructure     Public Safety  
 Environmental Sustainability     Mono Best Place to Work

**Fiscal Impact**

The annual increase in salary and benefits is \$12,977 (salary \$10,440, benefits \$2,537).

**Discussion**

The Office of the County Counsel consists of four allocated attorney levels, in addition to the position of County Counsel. These are: Deputy I, Deputy II, Deputy III and Assistant County Counsel.

After two years in the position of Deputy County Counsel III, an attorney becomes eligible for promotion to Assistant County Counsel. Anne Larsen has been a Deputy III since May of 2017, and is therefore eligible to assume the position of Assistant County Counsel. The purpose of this item is to allocate a

position of Assistant County Counsel within the County Counsel's office in order that Ms. Larsen may advance through this office's career ladder in accordance with established office protocols and structure.

This item also includes a new three-year employment contract for Ms. Larsen, at the Assistant County Counsel level. Her prior agreement expired on December 5, 2019 and, therefore, a new employment agreement is necessary. Ultimately, if and when the County transitions to a new format for its at-will agreements, this agreement may be terminated and replaced. However, until the details of such new agreements are finalized, it is proposed that the current format be utilized.

If you have any questions on this matter prior to your meeting, please call me at 924-1704.



R19-\_\_

**A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS  
AUTHORIZING THE COUNTY ADMINISTRATIVE OFFICER TO AMEND THE  
COUNTY OF MONO LIST OF ALLOCATED POSITIONS TO ADD ONE ASSISTANT  
COUNTY COUNSEL POSITION AND DELETE ONE DEPUTY COUNTY COUNSEL  
III POSITION IN THE OFFICE OF COUNTY COUNSEL**

**WHEREAS**, the County of Mono maintains a list of County job classifications, the pay ranges or rates for those job classifications, and the number of positions allocated by the Board of Supervisors for each of those job classifications on its List of Allocated Positions (or “Allocation List”); and

**WHEREAS**, the Allocation List identifies approved vacancies for recruitment and selection by Human Resources and implements collective bargaining agreements related to job classifications and pay rates; and

**WHEREAS**, the County seeks to provide public services in the most efficient and economical manner possible, which at times requires the modification of the job classifications on the Allocation List; and

**WHEREAS**, it is currently necessary to amend the Allocation List as part of maintaining proper to amend the Allocation List as part of maintaining proper accounting for hiring employees to perform public services;

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

**SECTION ONE:** The County Administrative Officer is authorized to amend the County of Mono List of Allocated Positions to increase the allocation of a full-time permanent Assistant County Counsel in the Office of the County Counsel by one (new total of two) (salary of \$10,246 per month);

**SECTION TWO:** The County Administrative Officer is authorized to amend the County of Mono List of Allocated Positions decrease the allocation of full-time Deputy County Counsel III in the County Counsel’s Office by one (new total of one) (salary of \$9,598 per month).

>  
>  
>  
>

1 **PASSED, APPROVED and ADOPTED** this 17<sup>th</sup> day of December, 2019, by the  
2 following vote, to wit:

3 **AYES:**

4 **NOES:**

5 **ABSENT:**

6 **ABSTAIN:**

7  
8  
9  
10 ATTEST: \_\_\_\_\_  
11 Clerk of the Board

\_\_\_\_\_   
Stacy Corless, Vice-Chair  
Board of Supervisors

12  
13 APPROVED AS TO FORM:

14  
15  
16 \_\_\_\_\_  
17 COUNTY COUNSEL  
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**RESOLUTION NO. R19-**

**A RESOLUTION OF THE MONO COUNTY  
BOARD OF SUPERVISORS APPROVING AN  
EMPLOYMENT AGREEMENT WITH ANNE MARIE LARSEN  
AND PRESCRIBING THE COMPENSATION, APPOINTMENT,  
AND CONDITIONS OF SAID EMPLOYMENT**

**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;

**NOW, THEREFORE, BE IT RESOLVED** by the Mono County Board of Supervisors, that the Agreement Regarding Employment of Anne Marie Larsen, a copy of which is attached hereto as an exhibit and incorporated herein by this reference as though fully set forth, is hereby approved and the compensation, appointment, and other terms and conditions of employment set forth in that Agreement are hereby prescribed and shall govern the employment of Anne Marie Larsen. The Vice-Chair of the Board of Supervisors shall execute said Agreement on behalf of the County.

PASSED AND ADOPTED this 17<sup>th</sup> day of December, 2019, by the following vote:

AYES :

NOES :

ABSTAIN :

ABSENT :

ATTEST: \_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Stacy Corless, Vice-Chair  
Board of Supervisors

APPROVED AS TO FORM:

\_\_\_\_\_  
COUNTY COUNSEL

## **EMPLOYMENT AGREEMENT OF ANNE MARIE LARSEN**

This Agreement is entered into this 17<sup>th</sup> day of December, 2019, by and between Anne Marie Larsen and the County of Mono.

### **I. RECITALS**

The County has employed Anne Marie Larsen (Ms. Larsen) as a Deputy County Counsel since December of 2016, and now wishes to employ Ms. Larsen as Assistant County Counsel in accordance with the terms and conditions set forth in this Agreement. Ms. Larsen wishes to accept continued employment with the County on said terms and conditions.

### **II. AGREEMENT**

1. The term of this Agreement shall be January 1, 2020 until December 31, 2022, unless earlier terminated by either party in accordance with this Agreement. This Agreement shall automatically terminate in the event the County implements new agreements for its "at-will" employees and executes such new agreement as to Ms. Larsen. The County shall notify Ms. Larsen in writing no later than July 1, 2022 whether it intends to negotiate a renewal of this Agreement. In the event the County fails to provide such notice, Ms. Larsen shall notify the County in writing of its breach of this provision of the Agreement and County shall be allowed 30 days from the receipt of that notice to cure the breach. If the County cures the breach and notifies Ms. Larsen that it does not intend to negotiate a renewal of the Agreement, then this Agreement shall terminate six months after said notification and no additional compensation or damages shall be owing to Ms. Larsen as a result of the cured breach. If the County does not cure the breach, then the Agreement shall automatically renew for another three years on the same terms in effect at the time of renewal.
2. Commencing January 1, 2020 Ms. Larsen shall be employed by Mono County as Assistant County Counsel, serving at the will and pleasure of the County Counsel in accordance with the terms and conditions of this Agreement. Ms. Larsen accepts such employment. The County Counsel shall be deemed the "appointing authority" for all purposes with respect to Ms. Larsen's employment.
3. Commencing January 1, 2020, Ms. Larsen's salary shall be \$10,660 per month. Ms. Larsen understands that she is responsible for paying the employee's share of any retirement contributions owed to the Public Employees Retirement System (PERS) with respect to her employment for the County, and also any employee share of the "normal cost" of her retirement benefits that may be mandated by



the Public Employees Pension Reform Act of 2013 (PEPRA).

Should a wage increase be granted under the MOU with Local 39, applicable to Mono County Public Employees (MCPE), it is agreed that this contract will be reopened for discussion and potential re-negotiation with respect to Ms. Larsen's salary. During such negotiations the County shall consider and discuss the issue of increased compensation with Ms. Larsen in good faith, but the County's decision whether or not to grant such additional compensation shall be final and non-appealable.

4. Ms. Larsen shall earn and accrue vacation and sick leave in accordance with the County's Management Benefits Policy and in accordance with any applicable County Code provisions not in conflict with said Policy. Also pursuant to said Policy, in recognition of the fact that her employment will be exempt from the payment of overtime or compensatory time-off under the Fair Labor Standards Act, she shall be entitled to 80 hours of merit leave (aka administrative leave) during each year of service under this Agreement. Ms. Larsen understands that said merit leave does not accrue from one calendar year to the next; rather, it must be used by December 31<sup>st</sup> of each calendar year in which it is provided or it is lost.
5. To the extent deemed appropriate by the County Counsel, the County shall pay the professional dues, subscriptions, and other educational expenses necessary for Ms. Larsen's full participation in applicable professional associations, for his continued professional growth and for the good of the County.
6. To the extent not inconsistent with the foregoing or any other provision of this Agreement, Ms. Larsen shall be entitled to the same general benefits provided by the County to other management-level employees, as described more fully in the County's Management Benefits Policy. Such benefits include but are not limited to CalPERS retirement benefits, CalPERS medical insurance, County dental and vision coverage, and life insurance. Pursuant to the California Public Employees' Pension Reform Act of 2013, the CalPERS retirement formula applicable to Ms. Larsen's County employment will be "2% at 62." Any and all references in this Agreement to the County's Management Benefits Policy shall mean the "Policy Regarding Benefits of Management-level Officers and Employees," amended most recently by Resolution R14-54 of the Mono County Board of Supervisors and as the same may be further amended from time to time and unilaterally implemented by the County.
7. Ms. Larsen understands and agrees that her receipt of compensation or benefits of any kind under this Agreement or under any applicable County Code provision or policy – including but not limited to salary, insurance coverage, and paid

holidays or leaves – is expressly contingent on her actual and regular rendering of full-time personal services to the County or, in the event of any absence, upon her proper use of any accrued leave. Should Ms. Larsen cease rendering such services during this Agreement and be absent from work without any accrued leave to cover said absence, then she shall cease earning or receiving any additional compensation or benefits until such time as she returns to work and resumes rendering personal services; provided, however, that the County shall provide any compensation or benefits mandated by state or federal law. Furthermore, should Ms. Larsen’s regular schedule ever be reduced to less than full-time employment, on a temporary or permanent basis, then all compensation and benefits provided by this Agreement or any applicable County policies shall be reduced on a pro-rata basis, except for those benefits that the County does not generally pro-rate for its other part-time employees.

8. Consistent with the “at will” nature of Ms. Larsen’s employment, the County Counsel may terminate Ms. Larsen’s employment at any time during this Agreement, without cause. In that event, this Agreement shall automatically terminate concurrently with the effective date of the termination. Ms. Larsen understands and acknowledges that as an “at will” employee, she will not have permanent status nor will her employment be governed by the County Personnel System (Mono County Personnel Rules) except to the extent that System is ever modified to apply expressly to at-will employees. Among other things, she will have no property interest in her employment, no right to be terminated or disciplined only for just cause, and no right to appeal, challenge, or otherwise be heard regarding any such termination or other disciplinary action the County Counsel may, in his or her discretion, take during Ms. Larsen’s employment.
9. In the event of a termination without cause, Ms. Larsen shall receive as severance pay a lump sum equal to six months’ salary or, to the extent that fewer than six full calendar months remain (as of that effective date) before this Agreement would have expired, Ms. Larsen shall instead receive a lesser amount equal to any remaining salary payments she would have received before expiration of the Agreement had she not been terminated. Notwithstanding the foregoing, Ms. Larsen shall receive severance pay equal to six months’ salary in the event that termination occurs after the County has notified Ms. Larsen that it intends to negotiate a renewal of this Agreement but before this Agreement expires. In no event shall the parties’ failure or inability to arrive at mutually acceptable terms of a renewed agreement trigger the payment of severance pay. Note: for purposes of severance pay, “salary” refers only to base compensation.
10. Notwithstanding the foregoing, Ms. Larsen shall not be entitled to any severance pay in the event that the County Counsel has grounds to discipline her on or about the time he or she gives her notice of termination. For purposes of this

provision, grounds for discipline include but are not limited to those specified in the Mono County Personnel Rules, as the same may be amended from time to time. Ms. Larsen shall also not be entitled to any severance pay in the event that she becomes unable to perform the essential functions of his position (with or without reasonable accommodations) and her employment is duly terminated for such non-disciplinary reasons.

11. Ms. Larsen may resign his employment with the County at any time. Her resignation shall be deemed effective when tendered, and this agreement shall automatically terminate on that same date, unless otherwise mutually agreed to in writing by the parties. Ms. Larsen shall not be entitled to any severance pay or additional compensation of any kind after the effective date of such resignation.
12. This Agreement constitutes the entire agreement of the parties with respect to the employment of Ms. Larsen.
13. The parties agree that the Board of Supervisors' approval of this Agreement on behalf of the County is a legislative act and that through this agreement, the Board of Supervisors is carrying out its responsibility and authority under Section 25300 of the Government Code to set the terms and conditions of County employment. It is not the parties' intent to alter in any way the fundamental statutory (non-contractual) nature of Ms. Larsen's employment with the County nor to give rise to any future contractual remedies for breach of this Agreement or of an implied covenant of good faith and fair dealing. Rather, the parties intend that Ms. Larsen's sole remedy in response to any failure by the County to comply with this Agreement shall be traditional mandamus.
14. Ms. Larsen acknowledges that this Agreement is executed voluntarily by her, without duress or undue influence on the part or on behalf of the County. Ms. Larsen further acknowledges that she has participated in the negotiation and preparation of this Agreement and has had the opportunity to be represented by counsel with respect to such negotiation and preparation or does hereby knowingly waive his right to do so, and that she is fully aware of the contents of this Agreement and of its legal effect. Thus, any ambiguities in this Agreement shall not be resolved in favor of or against either party.

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**III. EXECUTION:**

This Agreement is executed by the parties this 17<sup>th</sup> day of December, 2019.

EMPLOYEE

THE COUNTY OF MONO

\_\_\_\_\_  
Anne M. Larsen

\_\_\_\_\_  
By: Stacy Corless, Vice-Chair  
Board of Supervisors

APPROVED AS TO FORM:

\_\_\_\_\_  
COUNTY COUNSEL



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

**REGULAR AGENDA REQUEST**

Print

**MEETING DATE**    December 17, 2019

**TIME REQUIRED**

**SUBJECT**            Closed Session - Human Resources

**PERSONS  
APPEARING  
BEFORE THE  
BOARD**

**AGENDA DESCRIPTION:**

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

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

**RECOMMENDED ACTION:**

**FISCAL IMPACT:**

**CONTACT NAME:**

**PHONE/EMAIL:** /

**SEND COPIES TO:**

**MINUTE ORDER REQUESTED:**

YES  NO

**ATTACHMENTS:**

<p><a href="#">Click to download</a></p> <p>No Attachments Available</p>
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**History**

**Time**

**Who**

**Approval**



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

**REGULAR AGENDA REQUEST**

Print

**MEETING DATE**    December 17, 2019

**TIME REQUIRED**

**SUBJECT**            Closed Session - Public Employment

**PERSONS  
APPEARING  
BEFORE THE  
BOARD**

**AGENDA DESCRIPTION:**

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

PUBLIC EMPLOYEE PERFORMANCE EVALUATION. Government Code section 54957. Title: County Administrative Officer.

**RECOMMENDED ACTION:**

**FISCAL IMPACT:**

**CONTACT NAME:**

**PHONE/EMAIL:** /

**SEND COPIES TO:**

**MINUTE ORDER REQUESTED:**

YES  NO

**ATTACHMENTS:**

<p><a href="#">Click to download</a></p> <p>No Attachments Available</p>
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**History**

Time

Who

Approval