



AGENDA

BOARD OF SUPERVISORS, COUNTY OF MONO

STATE OF CALIFORNIA

Regular Meetings: First, Second, and Third Tuesday of each month. Location of meeting is specified below.
Meeting Location: Board Chambers, 2nd Fl., County Courthouse, 278 Main St., Bridgeport, CA 93517

Regular Meeting

February 7, 2023

TELECONFERENCE INFORMATION

This meeting will be held both in person and via teleconferencing with some members of the Board possibly attending from separate teleconference and remote locations. As authorized by AB 361, dated September 16, 2021, a local agency may use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency and local officials have recommended or imposed measures to promote social distancing or the body cannot meet safely in person and the legislative body has made such findings.

Teleconference locations will be available to the public:

1. First and Second Meetings of Each Month in the Mono Lake Room of the Mono County Civic Center, First Floor, 1290 Tavern Road, Mammoth Lakes, CA. 93546;
2. Third Meeting of Each Month in the Mono County Courthouse, Second Floor Board Chambers, 278 Main Street, Bridgeport, CA. 93517;
3. Zoom Webinar.

Members of the public may participate via the Zoom Webinar, including listening to the meeting and providing public comment, by following the instructions below.

To join the meeting by computer:

Visit <https://monocounty.zoom.us/j/84412765491> or visit <https://www.zoom.us/>, click on "Join A Meeting" and enter the Zoom Webinar ID 84412765491.

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

To join the meeting by telephone: Dial (669) 900-6833, then enter Zoom Webinar ID 844 1276 5491. To provide public comment, press *9 to raise your hand and *6 to mute/unmute.

If you are unable to join the Zoom Webinar of the Board meeting, you may still view the live stream of the meeting by visiting: http://monocounty.granicus.com/MediaPlayer.php?publish_id=e7d204c7-e668-44f4-be12-b19e6bd13e27

NOTE: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (760) 932-5530 or bos@mono.ca.gov. Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (See 42 USCS 12132, 28CFR 35.130).

Full agenda packets are available for the public to review in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517) and online at <http://monocounty.ca.gov/bos>. Any writing distributed less than 72 hours prior to the meeting will be available for public inspection in the Office of the Clerk of the Board and online.

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

9:00 AM Call meeting to Order

Pledge of Allegiance

1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Opportunity for the public to address the Board on items of public interest that are within the subject matter jurisdiction of the Board. (Speakers may be limited in speaking time dependent upon the press of business and number of persons wishing to address the Board.) Please refer to the Teleconference Information section to determine how to make public comment for this meeting via Zoom.

2. RECOGNITIONS - NONE

3. COUNTY ADMINISTRATIVE OFFICER

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

4. DEPARTMENT/COMMISSION REPORTS

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

5. CONSENT AGENDA

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

A. Resolution Making Findings under AB 361 - Related to Remote Meetings

Departments: County Counsel

Proposed resolution making the findings required by AB 361 for the purpose of making available the modified Brown Act teleconference rules set forth in AB 361 for the period of February 7, 2023, through February 28, 2023.

Recommended Action: Adopt proposed resolution R23-___, making the findings required by AB 361 for the purpose of making available the modified

Brown Act teleconference rules set forth in AB 361 for the period of February 7, 2023, through February 28, 2023.

Fiscal Impact: None noted.

B. June Lake Citizens Advisory Committee Appointment

Departments: Community Development

Appoint Gary Johanson to serve the remaining two years of a four-year term on the June Lake Citizens Advisory Committee, expiring December 31, 2024, as recommended by Supervisor Gardner.

Recommended Action: Appoint Gary Johanson to the June Lake Citizens Advisory Committee for a term expiring December 31, 2024.

Fiscal Impact: None noted.

C. Inmate Welfare Fund Annual Report, Fiscal Year 2022-2023

Departments: Sheriff

California Penal Code Section 4025(e) states: The money and property deposited in the inmate welfare fund shall be expended by the sheriff primarily for the benefit, education, and welfare of the inmates confined within the jail. An itemized report of these expenditures shall be submitted annually to the board of supervisors.

Recommended Action: Receive the Inmate Welfare Fund Annual Report for Fiscal Year 2021-2022.

Fiscal Impact: None noted.

D. Privacy and Security Agreement Amendment with DHCS

Departments: Social Services

Amendment between Department of Health Care Services (DHCS) and Mono County to extend the termination date of the 2019 Privacy and Security Agreement to allow ongoing transmissions of Personally Identifiable Information (PII) while the 2022 renewal of the Agreement is finalized.

Recommended Action: Approve Amendment of the Medi-Cal Privacy and Security Agreement between Department of Health Care Services and Mono County for extension of the termination date through March 1, 2024, or upon execution of a successor Privacy and Security Agreement, whichever occurs first, and authorize Director of Social Services to sign the Amendment.

Fiscal Impact: None noted.

E. Monthly Treasury Transaction Report

Departments: Finance

Treasury Transaction Report for the month ending 12/31/2022.

Recommended Action: Approve the Treasury Transaction Report for the month ending 12/31/2022.

Fiscal Impact: None noted.

F. Quarterly Investment Report

Departments: Finance

Investment Report for the Quarter ending 12/31/2022.

Recommended Action: Approve the Investment Report for the Quarter ending 12/31/2022.

Fiscal Impact: None noted.

6. CORRESPONDENCE RECEIVED - NONE

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. COVID-19 (Coronavirus) Update

Departments: Public Health

10 minutes

(Jen Burrows, Deputy Director of Covid Operations/Infection Preventionist) - Update on Countywide response and planning related to the COVID-19 pandemic.

Recommended Action: None, informational only.

Fiscal Impact: None noted.

B. Community Corrections Partnership (CCP) Realignment Implementation Plan

Departments: Probation

20 minutes

(Karin Humiston, Chief of Probation) - A resolution of the Mono County Board of Supervisors authorizing the Mono County Community Corrections Partnership (CCP) Executive Committee to submit the Realignment Implementation Plan Annual Report for 2022 to the Board of State and Community Corrections.

Recommended Action: Staff recommends that the Board; 1) Adopt proposed Resolution R23-___, authorizing the Mono County Community Corrections

Partnership (CCP) Executive Committee to submit the Realignment Implementation Plan Annual Report for 2022 to the Board of State and Community Corrections; and 2) Provide any desired direction to staff.

Fiscal Impact: Eligibility for the Community Corrections Partnership (CCP) Implementation Grant Funding, which is anticipated to be \$100,000 to be received by the end of January 2023.

C. Designation of Director of Social Services as Ex Officio Public Guardian/Public Administrator/Public Conservator; Related Actions

Departments: CAO

10 minutes

(Robert C. Lawton, CAO) - Designation of the Director of Social Services to serve, ex officio, as the Public Guardian, Public Administrator and Public Conservator (PA/PG/PC) for Mono County and related actions.

Recommended Action: 1) Approve revised job description for the position of Social Services Director to add, ex officio, the duties of PA/PG/PC; 2) Adopt proposed resolution amending the Salary Matrix to change the salary range for the position of Social Services Director from Range 18 to Range 21; 3) Announce fiscal impact and adopt proposed resolution approving an amendment to the employment agreement with Kathryn E. Peterson, Director of Social Services, to include the new job responsibilities and associated salary modification; and 4) Review (and approve if finalized) draft Memorandum of Understanding between the Department of Behavioral Health and the newly-established office of the PA/PG/PC related to collaboration in the provision of LPS Act conservatorship services.

Fiscal Impact: This item increases spending for the remainder of this fiscal year by \$10,773, of which \$9,383 is salary and \$1,390 is benefits. The annual cost of this position currently is \$175,144. If this item is approved, the annual cost will be \$200,999, of which \$165,399 is salary and \$35,600 is benefits.

D. Receive and Discuss Mono County Strategic Plan Progress Report

Departments: CAO

30 minutes

(Robert C. Lawton, CAO) - The Board of Supervisors began development of the 2022-2024 Mono County Strategic Plan in the Summer of 2021. Following an intense and inclusive process, receiving input from County residents, staff and elected officials, the Board adopted the Plan on April 5, 2022. Staff returns to the Board today to provide a Progress Report on outcomes recommended in Strategic Plan, and to solicit Board input on future Plan activities and outcomes.

Recommended Action: Staff recommends that the Board: 1) Receive the Strategic Plan Progress Report as attached; and 2) Discuss initial findings; and 3) Direct Staff to schedule a Strategic Plan Update Workshop during April, 2023 to propose and adopt a 2023-2025 Strategic Plan.

Fiscal Impact: None noted.

E. Adopt 2023-24 Federal Legislative Platform

Departments: CAO

20 minutes

(Robert C. Lawton, CAO) - In 2022, Mono County engaged the services of TFG, formerly known as The Ferguson Group, to support County efforts with respect to Federal funding and policy. With TFG's assistance, Mono County was allocated \$3,000,000 for radio system improvements in the FY2023 Omnibus Appropriations Bill. The 118th Congress convened on January 3, 2023 following a change in party control. Members of the Board of Supervisors will attend the National Association of Counties' Legislative Conference taking place in Washington from February 11 through 14. Working with County Supervisors and Department Heads, TFG has prepared a draft Legislative Platform for discussion on January 17 and Board action today. The Platform will guide Mono County's Federal legislative and agency advocacy efforts throughout the 118th Congress.

Recommended Action: Staff recommends that the Board: 1) Receive the Federal Platform as proposed; and 2) Adopt a Minute Order approving the Platform as the basis for Board and staff advocacy during the 118th Congress, subject to future revision.

Fiscal Impact: None noted.

F. Amendment to Employment Agreement with Solid Waste Superintendent

Departments: Public Works

5 minutes

(Paul Roten, Public Works Director) - Proposed amendment to employment agreement with Justin Nalder to add temporary additional duties providing fleet management services, in addition to duties as Solid Waste Superintendent.

Recommended Action: Announce Fiscal Impact. Adopt Resolution R23-___, approving an amendment to the contract with Justin Nalder as Solid Waste Superintendent, to add temporary additional duties of Fleet Superintendent, and prescribing the compensation, appointment, and conditions of said employment. Authorize the Board Chair to execute said contract on behalf of the County.

Fiscal Impact: This item increases costs for the remainder of this fiscal year by an estimated \$4,675, of which \$4,029 is salary and \$646 is benefits. The annual cost of this position currently is \$136,726. If this item is approved, the annual cost is estimated at \$147,946, of which \$106,376 is salary and \$41,570 is benefits. This cost increase is for a temporary period.

G. Overview of New Requirements Related to Campaign Contributions (SB 1439)

Departments: County Counsel

20 minutes

(Stacey Simon, County Counsel) - Presentation regarding new legal requirements related to recusal from and disclosure prior to specified types of board actions where a board member has received a campaign contribution from a party to or participant in the action within the prior 12 months; prohibition on contributions following action.

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

Fiscal Impact: None noted.

H. FY 2022-2027 Public Health Emergency Preparedness Grant Agreement #22-10664

Departments: Public Health

20 minutes

(Brienne Chappell-McGovern, Emergency Preparedness Manager; Kathy Peterson, Interim Public Health Director) - Proposed contract with California Department of Public Health (CDPH) Emergency Preparedness Office pertaining to FY 2022-2027 Public Health Emergency Preparedness Grant Agreement #22-10664.

Recommended Action: Approve, and authorize Board Chair to sign, contract with the California Department of Public Health (CDPH) Emergency Preparedness Office for the 2022-23 to 2026-27 Centers for Disease Control and Prevention (CDC) Public Health Emergency Preparedness (PHEP), State General Fund (GF) Pandemic Influenza, and Assistant Secretary for Preparedness and Response (ASPR) Hospital Preparedness Program (HPP) Funding Grant Agreement Number 22-10664 for the period of July 1, 2022 through June 30, 2027 and a not-to-exceed amount of \$1,673,669. Additionally, provide authorization for the Public Health Director to approve minor amendments and/or revisions that may occur during the contract period provided such amendments do not alter the amount not-to-exceed and do not substantially alter the scope of work or budget and are approved as to form by County Counsel.

Fiscal Impact: There is no fiscal impact to the County General Fund. The maximum amount payable under this 5-year term grant agreement shall not exceed the amount of \$1,673,669. FY 22/23, Year 1, funding allocation is \$298,758.

8. CLOSED SESSION

A. Closed Session - Labor Negotiations

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section

54957.6. Agency designated representative(s): Bob Lawton, Stacey Simon, Janet Dutcher, Patty Francisco, and Oliver Yee. Employee Organization(s): Mono County Sheriff's Officers Association (aka Deputy Sheriff's Association), Local 39 - majority representative of Mono County Public Employees (MCPE) and Deputy Probation Officers Unit (DPOU), Mono County Paramedic Rescue Association (PARA), Mono County Correctional Deputy Sheriffs' Association. Unrepresented employees: All.

B. Closed Session - Public Employee Evaluation

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

THE AFTERNOON SESSION WILL RECONVENE NO EARLIER THAN 1:00 P.M.

9. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Opportunity for the public to address the Board on items of public interest that are within the subject matter jurisdiction of the Board. (Speakers may be limited in speaking time dependent upon the press of business and number of persons wishing to address the Board.) Please refer to the Teleconference Information section to determine how to make public comment for this meeting via Zoom.

10. REGULAR AGENDA - AFTERNOON

A. Public Hearing - Appeal of a Planning Commission Decision Approving a Use Permit for Sierra High Cannabis Farm

Departments: Community Development - Planning Division

PUBLIC HEARING: 1:00 pm

(Michael Draper, Principal Planner) - Public hearing regarding the appeal of Use Permit 21-006/Sierra High for a commercial cannabis business consisting of cultivation, distribution, and non-storefront retail at 7761 Eastside Lane in the Antelope Valley.

Recommended Action: Conduct public hearing. Consider and potentially affirm, affirm in part, or reverse the Planning Commission decision approving UP 21-006 and certifying the project Mitigated Negative Declaration. Provide any desired direction to staff.

Fiscal Impact: If the Planning Commission's approval is overturned, there will be no generation of taxes from the project.

11. 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 February 7, 2023

Departments: County Counsel

TIME REQUIRED

SUBJECT Resolution Making Findings under
AB 361 - Related to Remote
Meetings

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Proposed resolution making the findings required by AB 361 for the purpose of making available the modified Brown Act teleconference rules set forth in AB 361 for the period of February 7, 2023, through February 28, 2023.

RECOMMENDED ACTION:

Adopt proposed resolution R23-___, making the findings required by AB 361 for the purpose of making available the modified Brown Act teleconference rules set forth in AB 361 for the period of February 7, 2023, through February 28, 2023.

FISCAL IMPACT:

None noted.

CONTACT NAME: Stacey Simon

PHONE/EMAIL: x1704 / ssimon@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff report
<input type="checkbox"/> Resolution
<input type="checkbox"/> Recommendation

History

Time	Who	Approval
1/19/2023 9:49 AM	County Counsel	Yes

1/31/2023 10:12 AM

Finance

Yes

2/2/2023 6:00 PM

County Administrative Office

Yes

County Counsel
Stacey Simon

Assistant County Counsel
Christopher L. Beck
Anne L. Frievalt

Deputy County Counsel
Emily R. Fox

**OFFICE OF THE
COUNTY COUNSEL**
Mono County

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

Telephone
760-924-1700

Risk Manager
Jay Sloane

Paralegal
Kevin Moss

To: Board of Supervisors

From: Stacey Simon

Re: Resolution Making Findings Under AB 361 through February 28, 2023

Recommended Action

Proposed resolution making the findings required by AB 361 for the purpose of making available the modified Brown Act teleconference rules set forth in AB 361 for the period of February 7, 2023 through February 28, 2023.

Strategic Plan Focus Areas Met

A Thriving Economy Safe and Healthy Communities
 Sustainable Public Lands Workforce & Operational Excellence

Discussion

It is currently anticipated that Governor Newsom will terminate his March 4, 2020, Proclamation of State of Emergency in response to the COVID-19 pandemic, effective February 28, 2023.

AB 361 amended the Brown Act to allow local legislative bodies to meet under modified teleconferencing rules which do not require the opening of teleconference locations to members of the public (among other things), if the meeting occurs during a proclaimed state of emergency and the legislative body has reconsidered the circumstances of the state of emergency and either: measures to promote social distancing have been imposed or recommended by local health officials; or the state of emergency continues to directly impact the ability of the members to meet safely in person.

In light of the expected termination of Governor Newsom's Proclamation of State of Emergency on February 28, 2023, this item would extend the application of the modified teleconference rules set forth in AB 361 until that date.

If you have any questions regarding this item prior to your meeting, please call me at 760-924-1704.



R23-__

**A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS
MAKING FINDINGS UNDER AB 361 FOR
THE PERIOD OF FEBRUARY 7, 2023, THROUGH FEBRUARY 28, 2023**

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic, which Proclamation remains in effect; and

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20, modifying the teleconferencing rules set forth in the California Open Meeting law, Government Code section 54950 et seq. (the "Brown Act"), subject to compliance with certain requirements; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, providing that the modifications would remain in place through September 30, 2021; and

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361, providing that a legislative body subject to the Brown Act may continue to meet under modified teleconferencing rules if the meeting occurs during a proclaimed state of emergency and state or local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, the Local Health Officer and the Director of Mono County Public Health have recommended that measures be implemented to promote social distancing, including the holding of virtual meetings of legislative bodies of the County of Mono, a copy of that recommendation is attached as an exhibit and incorporated herein; and

WHEREAS, in the interest of public health and safety, and in response to the local recommendation for measures to promote social distancing, the Mono County Board of Supervisors deems it necessary to invoke the provisions of AB 361 related to teleconferencing for such legislative bodies;

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

SECTION ONE: The recitals set forth above are true and correct and are adopted as findings of the Legislative Body.

SECTION TWO: The Legislative Body has reconsidered the circumstances of the State of Emergency issued by the Governor of California on March 4, 2020, in response to the COVID-19 pandemic.

1 **SECTION THREE:** Local officials continue to recommend measures to promote social
2 distancing.

3 **SECTION FOUR:** Meetings of the Board of Supervisors may continue to be held under
4 the modified teleconferencing rules set forth in AB 361 through February 28, 2023.

5 **SECTION FIVE:** Staff is directed to return to the Board no later than thirty (30) days
6 after the adoption of this resolution for the Board to consider whether to again make the findings
7 required to continue meeting under the modified teleconference procedures of AB 361.

8 **PASSED, APPROVED and ADOPTED** this 7th day of February 2023, by the following
9 vote, to wit:

10 **AYES:**

11 **NOES:**

12 **ABSENT:**

13 **ABSTAIN:**

Rhonda Duggan, Chair
Mono County Board of Supervisors

14
15 ATTEST:

APPROVED AS TO FORM:

16
17
18
19 _____
Clerk of the Board

County Counsel



MONO COUNTY HEALTH DEPARTMENT

Public Health

P.O. BOX 476, BRIDGEPORT, CA 93517 PHONE (760) 932-5580 • FAX (760) 932-5284
P.O. BOX 3329, MAMMOTH LAKES, CA 93546 PHONE (760) 924-1830 • FAX (760) 924-1831

To: Board of Supervisors

From: Caryn K. Slack, Public Health Officer

Re: Recommendation regarding Social Distancing and Virtual Meetings

As Health Officer for Mono County, I strongly recommend that physical/social distancing measures continue to be practiced throughout our Mono County communities, including at meetings of the Board of Supervisors and other County-related legislative bodies subject to the Brown Act, to minimize the spread of COVID-19. In workplaces, employers are subject to Cal/OSHA COVID-19 Temporary Standards (ETS).

Subchapter 7. General Industry Safety Orders
Introduction

§3205. COVID-19 Prevention.

NOTE: See Executive Order N-84-20 (2019 CA EO 84-20), issued in response to the COVID-19 pandemic, which suspends certain provisions relating to the exclusion of COVID-19 cases from the workplace.

(a) Scope.

(1) This section applies to all employees and places of employment, with the following exceptions:

(A) Work locations with one employee who does not have contact with other persons.

(B) Employees working from home.

(C) Employees with occupational exposure as defined by section 5199, when covered by that section.

(D) Employees teleworking from a location of the employee's choice, which is not under the control of the employer.

(2) Nothing in this section is intended to limit more protective or stringent state or local health department mandates or guidance.

(b) Definitions. The following definitions apply to this section and to sections 3205.1 through 3205.4.

(1) “Close contact” means being within six feet of a COVID-19 case for a cumulative total of 15 minutes or greater in any 24-hour period within or overlapping with the “high-risk exposure period” defined by this section. This definition applies regardless of the use of face coverings.

Whether vaccinated or not, positive individuals are contracting the Omicron variant and infecting others in our communities. Social distancing and masking are crucial mitigation measures to prevent the disease’s spread. Virtual board meetings allow for the participation of the community, county staff, presenters, and board members in a safe environment, with no risk of contagion. It is recommended that legislative bodies in Mono County implement fully remote meetings to the extent possible.

If you have any questions regarding this recommendation, please do not hesitate to contact me, or Public Health Director Bryan Wheeler. We will continue to evaluate this recommendation on an ongoing basis and will communicate when there is no longer such a recommendation with respect to meetings for public bodies.



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 7, 2023

Departments: Community Development

TIME REQUIRED

SUBJECT June Lake Citizens Advisory
Committee Appointment

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Appoint Gary Johanson to serve the remaining two years of a four-year term on the June Lake Citizens Advisory Committee, expiring December 31, 2024, as recommended by Supervisor Gardner.

RECOMMENDED ACTION:

Appoint Gary Johanson to the June Lake Citizens Advisory Committee for a term expiring December 31, 2024.

FISCAL IMPACT:

None noted.

CONTACT NAME: Michael Draper

PHONE/EMAIL: 760-924-1805 / mdraper@mono.ca.gov

SEND COPIES TO:

Michael Draper

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
staff report
Attachment 1

History

Time	Who	Approval
1/24/2023 5:11 PM	County Counsel	Yes
1/31/2023 10:12 AM	Finance	Yes

2/2/2023 5:59 PM

County Administrative Office

Yes

Mono County Community Development Department

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

January 17, 2023

TO: Honorable Mono County Board of Supervisors
FROM: Michael Draper, Principal Planner, for Bob Gardner, District 3 Supervisor
RE: June Lake Citizens Advisory Committee Appointments

RECOMENDATION

Appoint Gary Johanson to a four-year term on the June Lake Citizens Advisory Committee, expiring December 31, 2024, as recommended by Supervisor Gardner.

FISCAL IMPACT

No fiscal impacts are expected.

DISCUSSION

The June Lake Citizens Advisory Committee (JLCAC) may consist of up to 10 members. Current membership consists of six members. Supervisor Gardner recommends the appointment of Gary Johanson to the remaining two years of a four-year term that expires in 2024 (see attachment). When the term expires, Mr. Johanson may be appointed to a full four-year term. With the new member, the June Lake Citizens Advisory Committee will consist of seven members and three vacant seats. Terms last for four years and are staggered to facilitate smooth transitions. The following summarizes the status of appointments and CAC membership:

Proposed appointment to term expiring December 31, 2024:

1. Gary Johanson

Existing Members

2. John Decoster
3. Janet Hunt
4. Bob Marks
5. David Rosky
6. Julie Brown
7. Clair Landowski

Term Expires

12-31-26
12-31-26
12-31-24
12-31-24
12-31-26
12-31-26

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

If you have questions regarding this matter, please contact Michael Draper at 760.924.1805 or Supervisor Gardner.

ATTACHMENTS:

1. Application for Gary Johanson

Regional Planning Advisory Committees

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

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

MEMBERSHIP APPLICATION

This application is for membership in the following RPAC (choose one):

- | | |
|--|---|
| <input type="checkbox"/> Antelope Valley | <input checked="" type="checkbox"/> June Lake CAC (Citizens Advisory Committee) |
| <input type="checkbox"/> Benton/Hammil | <input type="checkbox"/> Long Valley |
| <input type="checkbox"/> Bridgeport Valley | <input type="checkbox"/> Mono Basin |
| <input type="checkbox"/> Chalfant Valley | <input type="checkbox"/> Swall Meadows |

Name: Gary Johanson

City/State/Zip: [REDACTED] (PO Box 273, June Lake, CA 93529)

Phone: (day) [REDACTED]

Email: gjohanson176@gmail.com

Occupation/Business: Retired

Special interests or concerns about the community:

Thank you for the opportunity to apply for membership in the June Lake CAC. My interest is to keep June Lake a good place to live and work and maintain and restore an environment which sustains wildlife and humans.

Ever since my brother Ed moved to June Lake in 1982, I have regularly frequented June Lake and consider it my true home. During two different periods I lived in June Lake and nearby areas but left due to the difficult economy. Although I have much to learn about this area, I have endeavored over the years to educate myself about the specific issues facing June Lake and the Mono Basin.

The work the June Lake CAC is doing, along with a contractor, to create and improve walking and bicycle paths in the June Lake area is exciting and I am interested in helping. Other issues which I think are worth pursuing for the CAC are to research why June Lake's water level is shrinking (it now has the bathtub ring of a reservoir) and what, if anything can be done about the die-off of ancient Western (Sierra) Junipers in the June Lake area.

My wife Rochelle and I have a vacation home in June Lake which we frequently visit. Due to its proximity to our other home in Reno, Nevada, I am often in June Lake. However, I am officially a Nevada resident and vote in Nevada.

If appointed to the CAC, I would professionally perform my duties and, along with other members, carefully research all issues before coming to conclusions,

Signature _____ Gary Johanson _____ Date: 16 December 2022 _____



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 7, 2023

Departments: Sheriff

TIME REQUIRED

**PERSONS
APPEARING
BEFORE THE
BOARD**

SUBJECT Inmate Welfare Fund Annual Report,
Fiscal Year 2022-2023

AGENDA DESCRIPTION:

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

California Penal Code Section 4025(e) states: The money and property deposited in the inmate welfare fund shall be expended by the sheriff primarily for the benefit, education, and welfare of the inmates confined within the jail. An itemized report of these expenditures shall be submitted annually to the board of supervisors.

RECOMMENDED ACTION:

Receive the Inmate Welfare Fund Annual Report for Fiscal Year 2021-2022.

FISCAL IMPACT:

None noted.

CONTACT NAME: Ingrid Braun

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
Inmate Welfare Fund Report

History

Time	Who	Approval
1/19/2023 9:50 AM	County Counsel	Yes
1/31/2023 12:42 PM	Finance	Yes

2/2/2023 5:59 PM

County Administrative Office

Yes

MONO COUNTY
SHERIFF

A Commitment to Community Safety and Service



Ingrid Braun
Sheriff-Coroner

DATE: February 7, 2023

TO: The Honorable Board of Supervisors

FROM: Ingrid Braun, Sheriff-Coroner

SUBJECT: Inmate Welfare Fund Annual Report, Fiscal Year 2021-2022

BACKGROUND

California Penal Code Section 4025 (e) states:

The money and property deposited in the inmate welfare fund shall be expended by the sheriff primarily for the benefit, education, and welfare of the inmates confined within the jail. ... An itemized report of these expenditures shall be submitted annually to the board of supervisors.

DISCUSSION:

Attached is an accounting of the Inmate Welfare Fund for Fiscal Year 2021-2022.

FINANCIAL IMPACT:

The Inmate Welfare Fund is not part of the General Fund. Therefore, there is no financial impact.

RECOMMENDATION:

Receive the Inmate Welfare Fund Annual Report for Fiscal Year 2021-2022.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "IB", written over a horizontal line.

Ingrid Braun
Sheriff-Coroner

Attachment

MONO COUNTY
S H E R I F F
A Commitment to Community Safety and Service



Ingrid Braun
 Sheriff-Coroner

MONO COUNTY SHERIFF'S OFFICE

Phillip West
 Undersheriff

INMATE WELFARE FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
JULY 1, 2021 - JUNE 30, 2022

BALANCE AS OF 7/1/21	\$	68,205.77
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REVENUE

Interest Income	\$	660.64
Commissary Income	\$	27,141.73
Phone Card Commission	\$	1,631.69
AWP Fees	\$	1,005.00
TOTAL REVENUE	\$	<u>30,439.06</u>

EXPENDITURES

Commissary Supplies	\$	14,000.92
Commissary Sales Tax	\$	281.00
Phone Cards	\$	2,502.50
Communications	\$	2,852.01
Equip Maint & Repair	\$	406.17
Building /Land Maint & Repair	\$	-
Professional Services	\$	254.00
Small Tools	\$	95.31
Education	\$	13,799.03
Capital Equipment	\$	17,116.54
TOTAL EXPENSES	\$	<u>51,307.48</u>

BALANCE AS OF 6/30/22	\$	47,337.35
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OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 7, 2023

Departments: Social Services

TIME REQUIRED

SUBJECT Privacy and Security Agreement
Amendment with DHCS

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Amendment between Department of Health Care Services (DHCS) and Mono County to extend the termination date of the 2019 Privacy and Security Agreement to allow ongoing transmissions of Personally Identifiable Information (PII) while the 2022 renewal of the Agreement is finalized.

RECOMMENDED ACTION:

Approve Amendment of the Medi-Cal Privacy and Security Agreement between Department of Health Care Services and Mono County for extension of the termination date through March 1, 2024, or upon execution of a successor Privacy and Security Agreement, whichever occurs first, and authorize Director of Social Services to sign the Amendment.

FISCAL IMPACT:

None noted.

CONTACT NAME: Kathy Peterson

PHONE/EMAIL: 760-924-1763 / kpeterson@mono.ca.gov

SEND COPIES TO:

Kathy Peterson - kpeterson@mono.ca.gov

Cathy Young - cyoung@mono.ca.gov

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
staff report
Attachment A
Attachment B

History

Time	Who	Approval
1/19/2023 9:54 AM	County Counsel	Yes
1/31/2023 12:35 PM	Finance	Yes
2/2/2023 6:00 PM	County Administrative Office	Yes



Office of the ... DEPARTMENT OF SOCIAL SERVICES

C O U N T Y O F M O N O

P. O. Box 2969 • Mammoth Lakes • California 93546

KATHRYN PETERSON, MPH
Director

BRIDGEPORT OFFICE
(760) 932-5600
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MAMMOTH LAKES OFFICE
(760) 924-1770
FAX (760) 924-5431



To: Mono County Board of Supervisors
From: Kathy Peterson, Social Services Director
Date: February 7, 2023
Re: DHCS Privacy and Security (PSA) Extension Amendment

RECOMMENDED ACTION

Approve Amendment of the Medi-Cal Privacy and Security Agreement between Department of Health Care Services and Mono County for extension of the termination date through March 1, 2024, or upon execution of a successor Privacy and Security Agreement, whichever occurs first, and authorize Director of Social Services to sign the Amendment.

FISCAL IMPACT

There is no fiscal impact to this action.

BACKGROUND

The California Department of Health Care Services (DHCS) and Department of Social Services (CDSS) are currently drafting a new Medi-Cal Privacy and Security Agreement (PSA) for all Counties. That draft is still undergoing negotiation and finalization between the County Welfare Directors Association and other state level departments.

The Mono Board of Supervisors provided an extension to the Agreement, as requested, in July 2022. Given the need for continued time to complete the review and negotiation process, DHCS is now asking to modify parts of the existing Agreement. This would extend the term of the current PSA through March 1, 2024, or upon execution of a successor Privacy and Security Agreement, whichever occurs first. This will allow time for the remaining steps in the renewal process while minimizing impacts to County Departments and allowing ongoing data transmissions of PII.

This item requests Board authorization for the Social Services Director to sign the Amendment to the Medi-Cal Privacy and Security Agreement to allow for an extension.

Please don't hesitate to contact me if you have any questions.

**AMENDMENT TO THE
MEDI-CAL PRIVACY AND SECURITY AGREEMENT (Agreement)
BETWEEN**

the California Department of Health Care Services (DHCS) and the

County of Mono _____,
Department/Agency of Social Services _____;
parties to the Agreement #19-26 _____, effective on September 1, 2019.

This Amendment entered into by and between the

County of Mono _____,
Department/Agency of Social Services _____,
(County Department/Agency) and DHCS, extends the termination date of the Agreement to allow ongoing transmissions of Medi-Cal PII while the renewal of the Agreement is negotiated and finalized between DHCS and the County Departments/Agencies.

AGREEMENTS

DHCS and County Department/Agency mutually agree to modify the following parts of the Agreement as set forth below:

XVIII. TERMINATION

- A. The Agreement shall terminate on either March 1, 2024 or upon execution of a successor 2022 PSA, whichever occurs first. The parties can agree in writing to extend the term of the Agreement. County Department/Agency requests for an extension shall be approved by DHCS and limited to no more than a six (6) month extension.

- B. **Survival:** All provisions of the Agreement that provide restrictions on disclosures of Medi-Cal PII and that provide administrative, technical, and physical safeguards for the Medi-Cal PII in the County Department/Agency's possession shall continue in effect beyond the termination or expiration of the Agreement, and shall continue until the Medi-Cal PII is destroyed or returned to DHCS.

Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment and the Agreement, the terms of this Amendment will prevail.

SIGNATORIES

The signatories below warrant and represent that they have the competent authority on behalf of their respective agencies to enter into the obligations set forth in this Amendment.

The authorized officials whose signature appears below have bound their respective agencies to the terms of the Agreement, as modified by this Amendment.

For the County of Mono,

Department/Agency of Social Services,

(Signature)

(Date)

(Name)

Anne Friewalt
Mono County Counsel

(Title)

[Handwritten Signature]
Mono County Risk Management

For the Department of Health Care Services,

(Signature)

(Date)

(Name)

(Title)

MEDI-CAL PRIVACY AND SECURITY AGREEMENT

BETWEEN

the California Department of Health Care Services and the
County of Mono,
Department/Agency of Social Services.

PREAMBLE

The Department of Health Care Services (DHCS) and the
County of Mono,
Department/Agency of Social Services
(County Department) enter into this Medi-Cal Privacy and Security Agreement
(Agreement) in order to ensure the privacy and security of Medi-Cal Personally
Identifiable Information (Medi-Cal PII).

DHCS receives federal funding to administer California's Medicaid Program
(Medi-Cal). The County Department/Agency assists in the administration of Medi-Cal, in
that DHCS and the County Department/Agency access DHCS eligibility information for
the purpose of determining Medi-Cal eligibility.

This Agreement covers the
County of Mono,
Department/Agency of Social Services
workers, who assist in the administration of Medi-Cal; and access, use, or disclose
Medi-Cal PII.

DEFINITIONS

For the purpose of this Agreement, the following terms mean:

1. **"Assist in the administration of the Medi-Cal program"** means performing administrative functions on behalf of Medi-Cal, such as establishing eligibility, determining the amount of medical assistance, and collecting Medi-Cal PII for such purposes, to the extent such activities are authorized by law.
2. **"Breach"** refers to actual loss, loss of control, compromise, unauthorized disclosure, unauthorized acquisition, unauthorized access, or any similar term referring to situations where persons other than authorized users and for other than authorized

purposes have access or potential access to Medi-Cal PII, whether electronic, paper, verbal, or recorded.

3. **“County Worker”** means those county employees, contractors, subcontractors, vendors and agents performing any functions for the County that require access to and/or use of Medi-Cal PII and that are authorized by the County to access and use Medi-Cal PII.

4. **“Medi-Cal PII”** is information directly obtained in the course of performing an administrative function on behalf of Medi-Cal that can be used alone, or in conjunction with any other information, to identify a specific individual. Medi-Cal PII includes any information that can be used to search for or identify individuals, or can be used to access their files, including but not limited to name, social security number (SSN), date and place of birth (DOB), mother's maiden name, driver's license number, or identification number. Medi-Cal PII may also include any information that is linkable to an individual, such as medical, educational, financial, and employment information. Medi-Cal PII may be electronic, paper, verbal, or recorded and includes statements made by, or attributed to, the individual.

5. **“Security Incident”** means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of Medi-Cal PII, or interference with system operations in an information system which processes Medi-Cal PII that is under the control of the County or County's Statewide Automated Welfare System (SAWS) Consortium, or a contractor, subcontractor or vendor of the County.

6. **“Secure Areas”** means any area where:
 - A. County Workers assist in the administration of Medi-Cal;
 - B. County Workers use or disclose Medi-Cal PII; or
 - C. Medi-Cal PII is stored in paper or electronic format.

7. **“SSA-provided or verified data (SSA data)”** means:
 - A. Any information under the control of the Social Security Administration (SSA) provided to DHCS under the terms of an information exchange agreement with SSA (e.g., SSA provided date of death, SSA Title II or Title XVI benefit and eligibility data, or SSA citizenship verification); or

 - B. Any information provided to DHCS, including a source other than SSA, but in which DHCS attests that SSA verified it, or couples the information with data from SSA to certify the accuracy of it (e.g. SSN and associated SSA verification indicator displayed together on a screen, file, or report, or DOB and associated SSA verification indicator displayed together on a screen, file, or report).

For a more detailed definition of “SSA data”, please refer to Section 7 of the “Electronic Information Exchange Security Requirements and Procedures for State

and Local Agencies Exchanging Electronic Information with SSA” document, an attachment of Exhibit A.

AGREEMENTS

DHCS and County Department/Agency mutually agree as follows:

I. PRIVACY AND CONFIDENTIALITY

- A. County Department/Agency County Workers may use or disclose Medi-Cal PII only as permitted in this Agreement and only to assist in the administration of Medi-Cal in accordance with Section 14100.2 of the Welfare and Institutions Code, Section 431.300 et. Seq. of Title 42 Code of Federal Regulations, and as otherwise required by law. Disclosures required by law or that are made with the explicit written authorization of a Medi-Cal client are allowable. Any other use or disclosure of Medi-Cal PII requires the express approval in writing of DHCS. No County Worker shall duplicate, disseminate or disclose Medi-Cal PII except as allowed in this Agreement.
- B. Pursuant to this Agreement, County Workers may only use Medi-Cal PII to assist in the administration of the Medi-Cal program.
- C. Access to Medi-Cal PII shall be restricted to County Workers who need to perform their official duties to assist in the administration of Medi-Cal.
- D. County Workers who access, disclose or use Medi-Cal PII in a manner or for a purpose not authorized by this Agreement may be subject to civil and criminal sanctions contained in applicable federal and state statutes.

II. PERSONNEL CONTROLS

The County Department/Agency agrees to advise County Workers who have access to Medi-Cal PII, of the confidentiality of the information, the safeguards required to protect the information, and the civil and criminal sanctions for non-compliance contained in applicable federal and state laws. For that purpose, the County Department/Agency shall implement the following personnel controls:

- A. ***Employee Training.*** Train and use reasonable measures to ensure compliance with the requirements of this Agreement by County Workers, including, but not limited to:
 - 1. Provide initial privacy and security awareness training to each new County Worker within 30 days of employment;

2. Thereafter, provide annual refresher training or reminders of the privacy and security safeguards in this Agreement to all County Workers. Three or more security reminders per year are recommended;
3. Maintain records indicating each County Worker's name and the date on which the privacy and security awareness training was completed and;
4. Retain training records for a period of three years after completion of the training.

B. *Employee Discipline.*

1. Provide documented sanction policies and procedures for County Workers who fail to comply with privacy policies and procedures or any provisions of these requirements.
2. Sanction policies and procedures shall include termination of employment when appropriate.

C. *Confidentiality Statement.* Ensure that all County Workers sign a confidentiality statement. The statement shall be signed by County Workers prior to accessing Medi-Cal PII and annually thereafter. Signatures may be physical or electronic. The signed statement shall be retained for a period of three years, or five years if the signed statement is being used to comply with Section 5.10 of the SSA's "Electronic Information Exchange Security Requirements and Procedures for State and Local Agencies Exchanging Electronic Information with SSA" document, an attachment of Exhibit A.

The statement shall include, at a minimum, a description of the following:

1. General Use of Medi-Cal PII;
2. Security and Privacy Safeguards for Medi-Cal PII;
3. Unacceptable Use of Medi-Cal PII; and
4. Enforcement Policies.

D. *Background Screening.*

1. Conduct a background screening of a County Worker before they may access Medi-Cal PII.
2. The background screening should be commensurate with the risk and magnitude of harm the employee could cause. More thorough screening shall be done for those employees who are authorized to bypass significant technical and operational security controls.

3. The County Department/Agency shall retain each County Worker's background screening documentation for a period of three years following conclusion of employment relationship.

III. MANAGEMENT OVERSIGHT AND MONITORING

To ensure compliance with the privacy and security safeguards in this Agreement the county shall perform the following:

- A. Conduct periodic privacy and security review of work activity by County Workers, including random sampling of work product. Examples include, but are not limited to, access to case files or other activities related to the handling of Medi-Cal PII.
- B. The periodic privacy and security reviews shall be performed or overseen by management level personnel who are knowledgeable and experienced in the areas of privacy and information security in the administration of the Medi-Cal program, and the use or disclosure of Medi-Cal PII.

IV. INFORMATION SECURITY AND PRIVACY STAFFING

The County Department/Agency agrees to:

- A. Designate information security and privacy officials who are accountable for compliance with these and all other applicable requirements stated in this Agreement.
- B. Provide the DHCS with applicable contact information for these designated individuals using the County PSA inbox listed in Section XI of this Agreement. Any changes to this information should be reported to DHCS within ten days.
- C. Assign County Workers to be responsible for administration and monitoring of all security related controls stated in this Agreement.

V. PHYSICAL SECURITY

The County Department/Agency shall ensure Medi-Cal PII is used and stored in an area that is physically safe from access by unauthorized persons at all times. The County Department/Agency agrees to safeguard Medi-Cal PII from loss, theft, or inadvertent disclosure and, therefore, agrees to:

- A. Secure all areas of the County Department/Agency facilities where County Workers assist in the administration of Medi-Cal and use, disclose, or store Medi-Cal PII.

- B. These areas shall be restricted to only allow access to authorized individuals by using one or more of the following:
 - 1. Properly coded key cards
 - 2. Authorized door keys
 - 3. Official identification
- C. Issue identification badges to County Workers.
- D. Require County Workers to wear these badges where Medi-Cal PII is used, disclosed, or stored.
- E. Ensure each physical location, where Medi-Cal PII is used, disclosed, or stored, has procedures and controls that ensure an individual who is terminated from access to the facility is promptly escorted from the facility by an authorized employee and access is revoked.
- F. Ensure there are security guards or a monitored alarm system at all times at the County Department/Agency facilities and leased facilities where 500 or more individually identifiable records of Medi-Cal PII is used, disclosed, or stored. Video surveillance systems are recommended.
- G. Ensure data centers with servers, data storage devices, and/or critical network infrastructure involved in the use, storage, and/or processing of Medi-Cal PII have perimeter security and physical access controls that limit access to only authorized County Workers. Visitors to the data center area shall be escorted at all times by authorized County Workers.
- H. Store paper records with Medi-Cal PII in locked spaces, such as locked file cabinets, locked file rooms, locked desks, or locked offices in facilities which are multi-use meaning that there are County Department/Agency and non-County Department/Agency functions in one building in work areas that are not securely segregated from each other. It is recommended that all Medi-Cal PII be locked up when unattended at any time, not just within multi-use facilities.
- I. The County Department/Agency shall have policies based on applicable factors that include, at a minimum, a description of the circumstances under which the County Workers can transport Medi-Cal PII, as well as the physical security requirements during transport. A County Department/Agency that chooses to permit its County Workers to leave records unattended in vehicles shall include provisions in its policies to provide that the Medi-Cal PII is stored in a non-visible area such as a trunk, that the vehicle is locked, and that under no circumstances permit Medi-Cal PII be left unattended in a vehicle overnight or for other extended periods of time.

- J. The County Department/Agency shall have policies that indicate County Workers are not to leave records with Medi-Cal PII unattended at any time in airplanes, buses, trains, etc., inclusive of baggage areas. This should be included in training due to the nature of the risk.

VI. TECHNICAL SECURITY CONTROLS

- A. **Workstation/Laptop Encryption.** All workstations and laptops, which use, store and/or process Medi-Cal PII, shall be encrypted using a FIPS 140-2 certified algorithm 128 bit or higher, such as Advanced Encryption Standard (AES). The encryption solution shall be full disk. It is encouraged, when available and when feasible, that the encryption be 256 bit.
- B. **Server Security.** Servers containing unencrypted Medi-Cal PII shall have sufficient administrative, physical, and technical controls in place to protect that data, based upon a risk assessment/system security review. It is recommended to follow the guidelines documented in the latest revision of the National Institute of Standards and Technology (NIST) Special Publication (SP) 800-53, Security and Privacy Controls for Federal Information Systems and Organizations.
- C. **Minimum Necessary.** Only the minimum necessary amount of Medi-Cal PII required to perform required business functions may be accessed, copied, downloaded, or exported.
- D. **Mobile Device and Removable Media.** All electronic files, which contain Medi-Cal PII, shall be encrypted when stored on any mobile device or removable media (i.e. USB drives, CD/DVD, smartphones, tablets, backup tapes etc.). Encryption shall be a FIPS 140-2 certified algorithm 128 bit or higher, such as AES. It is encouraged, when available and when feasible, that the encryption be 256 bit.
- E. **Antivirus Software.** All workstations, laptops and other systems, which process and/or store Medi-Cal PII, shall install and actively use an anti-virus software solution. Anti-virus software should have automatic updates for definitions scheduled at least daily.
- F. **Patch Management.**
1. All workstations, laptops and other systems, which process and/or store Medi-Cal PII, shall have critical security patches applied, with system reboot if necessary.

2. There shall be a documented patch management process that determines installation timeframe based on risk assessment and vendor recommendations.
3. At a maximum, all applicable patches deemed as critical shall be installed within 30 days of vendor release. It is recommended that critical patches which are high risk be installed within 7 days.
4. Applications and systems that cannot be patched within this time frame, due to significant operational reasons, shall have compensatory controls implemented to minimize risk.

G. *User IDs and Password Controls.*

1. All users shall be issued a unique user name for accessing Medi-Cal PII.
2. Usernames shall be promptly disabled, deleted, or the password changed within, at most, 24 hours of the transfer or termination of an employee.
3. Passwords are not to be shared.
4. Passwords shall be at least eight characters.
5. Passwords shall be a non-dictionary word.
6. Passwords shall not be stored in readable format on the computer or server.
7. Passwords shall be changed every 90 days or less. It is recommended that passwords be required to be changed every 60 days or less. Non-expiring passwords are permitted when in full compliance with NIST SP 800-63B Authenticator Assurance Level (AAL) 2.
8. Passwords shall be changed if revealed or compromised.
9. Passwords shall be composed of characters from at least three of the four groups from the standard keyboard:
 - a. Upper case letters (A-Z)
 - b. Lower case letters (a-z)
 - c. Arabic numerals (0-9)
 - d. Special characters

- H. *User Access.*** In conjunction with DHCS, management should exercise control and oversight, of the function of authorizing individual user access to

SSA data via Medi-Cal Eligibility Data System (MEDS), and over the process of issuing and maintaining access control numbers, IDs, and passwords.

- I. **Data Destruction.** When no longer needed, all Medi-Cal PII shall be cleared, purged, or destroyed consistent with NIST SP 800-88, Guidelines for Media Sanitization, such that the Medi-Cal PII cannot be retrieved.
- J. **System Timeout.** The systems providing access to Medi-Cal PII shall provide an automatic timeout, requiring re-authentication of the user session after no more than 20 minutes of inactivity.
- K. **Warning Banners.** The systems providing access to Medi-Cal PII shall display a warning banner stating, at a minimum:
 - 1. Data is confidential;
 - 2. Systems are logged;
 - 3. System use is for business purposes only, by authorized users; and
 - 4. Users shall log off the system immediately if they do not agree with these requirements.
- L. **System Logging.**
 - 1. The systems that provide access to Medi-Cal PII shall maintain an automated audit trail that can identify the user or system process which initiates a request for Medi-Cal PII, or alters Medi-Cal PII.
 - 2. The audit trail shall:
 - a. Be date and time stamped;
 - b. Log both successful and failed accesses;
 - c. Be read-access only; and
 - d. Be restricted to authorized users of the audit trail.
 - 3. If Medi-Cal PII is stored in a database, database logging functionality shall be enabled.
 - 4. Audit trail data shall be archived for at least three years from the occurrence.
- M. **Access Controls.** The system providing access to Medi-Cal PII shall use role based access controls for all user authentications, enforcing the principle of least privilege.

N. *Transmission Encryption.*

1. All data transmissions of Medi-Cal PII outside of a secure internal network shall be encrypted using a FIPS 140-2 certified algorithm that is 128 bit or higher, such as AES or TLS. It is encouraged, when available and when feasible, that 256 bit encryption be used.
2. Encryption can be end to end at the network level, or the data files containing Medi-Cal PII can be encrypted.
3. This requirement pertains to any type of Medi-Cal PII in motion such as website access, file transfer, and email.

O. *Intrusion Prevention.* All systems involved in accessing, storing, transporting, and protecting Medi-Cal PII, which are accessible through the Internet, shall be protected by an intrusion detection and prevention solution.

VII. AUDIT CONTROLS

A. *System Security Review.*

1. The County Department/Agency shall ensure audit control mechanisms are in place.
2. All systems processing and/or storing Medi-Cal PII shall have at least an annual system risk assessment/security review that ensures administrative, physical, and technical controls are functioning effectively and provide an adequate level of protection.
3. Reviews should include vulnerability scanning tools.

B. *Log Reviews.* All systems processing and/or storing Medi-Cal PII shall have a process or automated procedure in place to review system logs for unauthorized access.

C. *Change Control.* All systems processing and/or storing Medi-Cal PII shall have a documented change control process that ensures separation of duties and protects the confidentiality, integrity and availability of data.

D. *Anomalies.* When the County Department/Agency or DHCS suspects MEDS usage anomalies, the County Department/Agency shall work with DHCS to investigate the anomalies and report conclusions of such investigations and remediation to DHCS.

VIII. BUSINESS CONTINUITY / DISASTER RECOVERY CONTROLS

- A. **Emergency Mode Operation Plan.** The County Department/Agency shall establish a documented plan to enable continuation of critical business processes and protection of the security of Medi-Cal PII kept in an electronic format in the event of an emergency. Emergency means any circumstance or situation that causes normal computer operations to become unavailable for use in performing the work required under this Agreement for more than 24 hours. It is recommended that counties conduct periodic disaster recovery testing, including connectivity exercises conducted with DHCS, if requested.
- B. **Data Centers.** Data centers with servers, data storage devices, and critical network infrastructure involved in the use, storage and/or processing of Medi-Cal PII, shall include environmental protection such as cooling; power; and fire prevention, detection, and suppression; and appropriate protection from other threats, including but not limited to flood, earthquake, and terrorism.
- C. **Data Backup Plan.**
1. The County Department/Agency shall have established documented procedures to backup Medi-Cal PII to maintain retrievable exact copies of Medi-Cal PII.
 2. The documented backup procedures shall contain a schedule which includes incremental and full backups.
 3. The procedures shall include storing backups containing Medi-Cal PII offsite.
 4. The procedures shall ensure an inventory of backup media. It is recommended that the County Department/Agency periodically test the data recovery process.

IX. PAPER DOCUMENT CONTROLS

- A. **Supervision of Data.** Medi-Cal PII in paper form shall not be left unattended at any time, unless it is locked in a file cabinet, file room, desk or office. Unattended means that information may be observed by an individual not authorized to access the information.
- B. **Data in Vehicles.** The County Department/Agency shall have policies that include, based on applicable risk factors, a description of the circumstances under which the County Workers can transport Medi-Cal PII, as well as the physical security requirements during transport. A County

Department/Agency that chooses to permit its County Workers to leave records unattended in vehicles, it shall include provisions in its policies to provide that the Medi-Cal PII is stored in a non-visible area such as a trunk, that the vehicle is locked, and that under no circumstances permit Medi-Cal PII to be left unattended in a vehicle overnight or for other extended periods of time.

- C. **Public Modes of Transportation.** Medi-Cal PII in paper form shall not be left unattended at any time in airplanes, buses, trains, etc., inclusive of baggage areas. This should be included in training due to the nature of the risk.
- D. **Escorting Visitors.** Visitors to areas where Medi-Cal PII is contained shall be escorted, and Medi-Cal PII shall be kept out of sight while visitors are in the area.
- E. **Confidential Destruction.** Medi-Cal PII shall be disposed of through confidential means, such as cross cut shredding or pulverizing.
- F. **Removal of Data.** Medi-Cal PII shall not be removed from the premises of County Department/Agency except for justifiable business purposes.
- G. **Faxing.**
 - 1. Faxes containing Medi-Cal PII shall not be left unattended and fax machines shall be in secure areas.
 - 2. Faxes shall contain a confidentiality statement notifying persons receiving faxes in error to destroy them and notify the sender.
 - 3. Fax numbers shall be verified with the intended recipient before sending the fax.
- H. **Mailing.**
 - 1. Mailings containing Medi-Cal PII shall be sealed and secured from damage or inappropriate viewing of PII to the extent possible.
 - 2. Mailings that include 500 or more individually identifiable records containing Medi-Cal PII in a single package shall be sent using a tracked mailing method that includes verification of delivery and receipt.

X. **NOTIFICATION AND INVESTIGATION OF BREACHES AND SECURITY INCIDENTS**

During the term of this Agreement, the County Department/Agency agrees to implement reasonable systems for the discovery and prompt reporting of any breach or security incident, and to take the following steps:

A. Initial Notice to DHCS:

The County Department/Agency shall notify DHCS, by email, or alternatively, by telephone if email is unavailable, of any suspected security incident, intrusion, or unauthorized access, use, or disclosure of Medi-Cal PII or potential loss of Medi-Cal PII. When making notification, the following applies:

1. If a suspected security incident involves Medi-Cal PII provided or verified by SSA, the County Department/Agency shall **immediately** notify DHCS upon discovery. *For more information on SSA data, please see the Definition section of this Agreement.*
2. If a suspected security incident does not involve Medi-Cal PII provided or verified by SSA, the County Department/Agency shall notify DHCS **within one working day** of discovery.

If it is unclear if the security incident involves SSA data, the County Department/Agency shall immediately report the incident upon discovery.

A County Department/Agency shall notify DHCS of all personal information, as defined by California Civil Code Section 1798.3(a), that may have been accessed, used, or disclosed in any suspected security incident or breach, including but not limited to case numbers.

Notice shall be made using the DHCS Privacy Incident Report (PIR) form, including all information known at the time. The County Department/Agency shall use the most current version of this form, which is available on the DHCS Privacy Office website at:

<http://www.dhcs.ca.gov/formsandpubs/laws/priv/Pages/CountiesOnly.aspx>.

All PIRs and supporting documentation are to be submitted to DHCS via email using the "DHCS Breach and Security Incidents Reporting" contact information found below in Subsection F.

A breach shall be treated as discovered by the County Department/Agency as of the first day on which the breach is known, or by exercising reasonable diligence would have been known, to any person (other than the person committing the breach), who is an employee, officer or other agent of the County Department.

Upon discovery of a breach, security incident, intrusion, or unauthorized access, use, or disclosure of Medi-Cal PII, the County Department/Agency shall take:

1. Prompt action to mitigate any risks or damages involved with the occurrence and to protect the operating environment; and
2. Any action pertaining to such occurrence required by applicable Federal and State laws and regulations.

- B. **Investigation and Investigative Report.** The County Department/Agency shall immediately investigate breaches and security incidents involving Medi-Cal PII. If the initial PIR was submitted incomplete and if new or updated information is available, submit an updated PIR to DHCS **within 72 hours of the discovery**. The updated PIR shall include any other applicable information related to the breach or security incident known at that time.
- C. **Complete Report.** If all of the required information was not included in either the initial report or the investigation PIR submission, then a separate complete report shall be submitted **within ten working days of the discovery**. The Complete Report of the investigation shall include an assessment of all known factors relevant to the determination of whether a breach occurred under applicable provisions of the Health Insurance Portability and Accountability Act (HIPAA), the Health Information Technology for Economic and Clinical Health (HITECH) Act, the Information Protection Act, or other applicable law. The report shall also include a CAP that shall include, at minimum, detailed information regarding the mitigation measures taken to halt and/or contain the improper use or disclosure.

If DHCS requests additional information related to the incident, the County Department/Agency shall make reasonable efforts to provide DHCS with such information. If necessary, the County Department/Agency shall submit an updated PIR with revisions and/or additional information after the Completed Report has been provided. DHCS will review and determine whether a breach occurred and whether individual notification is required. DHCS will maintain the final decision making over a breach determination

- D. **Notification of Individuals.** When applicable state or federal law requires notification to individuals of a breach or unauthorized disclosure of their Medi-Cal PII, the County Department/Agency shall give the notice, subject to the following provisions:
1. If the cause of the breach is attributable to the County Department/Agency or its subcontractors, agents or vendors, the County Department/Agency shall pay any costs of such notifications, as well as any and all costs associated with the breach. If the cause of the breach is attributable to DHCS, DHCS shall pay any costs associated with such notifications, as well as any costs associated with the breach.

If there is any question as to whether DHCS or the County Department/Agency is responsible for the breach, DHCS and the County Department/Agency shall jointly determine responsibility for purposes of allocating the costs;

2. All notifications (regardless of breach status) regarding beneficiaries' Medi-Cal PII shall comply with the requirements set forth in Section 1798.29 of the California Civil Code and Section 17932 of Title 42 of United States Code, inclusive of its implementing regulations, including but not limited to the requirement that the notifications be made without unreasonable delay and in no event later than **60 calendar days** from discovery;
3. The DHCS Privacy Office shall approve the time, manner and content of any such notifications and their review and approval shall be obtained before notifications are made. If notifications are distributed without DHCS review and approval, secondary follow-up notifications may be required; and
4. DHCS may elect to assume responsibility for such notification from the County Department/Agency.

E. **Responsibility for Reporting of Breaches when Required by State or Federal Law.** If the cause of a breach of Medi-Cal PII is attributable to the County Department/Agency or its agents, subcontractors or vendors, the County Department/Agency is responsible for all required reporting of the breach. If the cause of the breach is attributable to DHCS, DHCS is responsible for all required reporting of the breach. When applicable law requires the breach be reported to a federal or state agency or that notice be given to media outlets, DHCS and the County Department/Agency shall coordinate to ensure such reporting is in compliance with applicable law and to prevent duplicate reporting, and to jointly determine responsibility for purposes of allocating the costs of such reports, if any.

F. **DHCS Contact Information.** The County Department/Agency shall utilize the below contact information to direct all notifications of breach and security incidents to DHCS. DHCS reserves the right to make changes to the contact information by giving written notice to the County Department/Agency. Said changes shall not require an amendment to this Agreement or any other agreement into which it is incorporated.

DHCS Breach and Security Incident Reporting
Department of Health Care Services Office of HIPAA Compliance 1501 Capitol Avenue, MS 4721 P.O. Box 997413 Sacramento, CA 95899-7413 Email: incidents@dhcs.ca.gov Telephone: (866) 866-0602 <i>The preferred method of communication is email, when available. Do not include any Medi-Cal PII unless requested by DHCS.</i>

XI. DHCS PSA CONTACTS

The County Department/Agency shall utilize the below contact information for any PSA-related inquiries or questions. DHCS reserves the right to make changes to the contact information by giving written notice to the County Department/Agency. Said changes shall not require an amendment to this Agreement or any other agreement into which it is incorporated. *Please use the contact information listed in Section X of this Agreement for any Medi-Cal PII incident or breach reporting.*

PSA Inquires and Questions
Department of Health Care Services Medi-Cal Eligibility Division 1501 Capitol Avenue, MS 4607 P.O. Box 997417 Sacramento, CA 95899-7417 Email: countypsa@dhcs.ca.gov

XII. COMPLIANCE WITH SSA AGREEMENT

The County Department/Agency agrees to comply with applicable privacy and security requirements in the Computer Matching and Privacy Protection Act Agreement (CMPPA) between SSA and the California Health and Human Services Agency (CHHS), in the Information Exchange Agreement (IEA) between SSA and DHCS, and in the Electronic Information Exchange Security Requirements and Procedures for State and Local Agencies Exchanging Electronic Information with SSA (TSSR), which are hereby incorporated into this Agreement (Exhibit A) and available upon request.

If there is any conflict between a privacy and security standard in the CMPPA, IEA or TSSR, and a standard in this Agreement, the most stringent standard shall apply. The most stringent standard means the standard which provides the greatest protection to Medi-Cal PII.

If SSA changes the terms of its agreement(s) with DHCS, DHCS will, as soon as reasonably possible after receipt, supply copies to County Welfare Directors Association (CWDA) as well as the proposed target date for compliance. For a period of thirty (30) days, DHCS will accept input from CWDA on the proposed target date and make adjustments, if appropriate. After the thirty (30) day period, DHCS will submit the proposed target date to SSA, which will be subject to adjustment by SSA. Once a target date for compliance is determined by SSA, DHCS will supply copies of the changed agreement to the CWDA and the County Departments/Agency, along with the compliance date expected by SSA. If the County Department/Agency is not able to meet the SSA compliance date, it shall submit a CAP to DHCS for review and approval at least thirty (30) days prior to the SSA compliance date. Any potential County Department/Agency resource issues may be discussed with DHCS through a collaborative process in developing their CAP.

A copy of Exhibit A can be requested by authorized County Department/Agency individuals from DHCS using the contact information listed in Section XI of this Agreement.

XIII. COMPLIANCE WITH DEPARTMENT OF HOMELAND SECURITY AGREEMENT

The County Department/Agency agrees to comply with substantive privacy and security requirements in the Computer Matching Agreement (CMA) between the Department of Homeland Security, United States Citizenship and Immigration Services (DHS-USCIS) and DHCS, which is hereby incorporated into this Agreement (Exhibit B) and available upon request. If there is any conflict between a privacy and security standard in the CMA and a standard in this Agreement, the most stringent standard shall apply. The most stringent standard means the standard which provides the greatest protection to Medi-Cal PII.

If DHS-USCIS changes the terms of its agreement(s) with DHCS, DHCS will, as soon as reasonably possible after receipt, supply copies to CWDA as well as the DHCS proposed target date for compliance. For a period of thirty (30) days, DHCS will accept input from CWDA on the proposed target date and make adjustments, if appropriate. After the 30-day period, DHCS will submit the proposed target date to DHS-USCIS, which will be subject to adjustment by DHS-USCIS. Once a target date for compliance is determined by DHS-USCIS,

DHCS will supply copies of the changed agreement to the CWDA and the County Department/Agency, along with the compliance date expected by DHS-USCIS. If the County Department/Agency is not able to meet the DHS-USCIS compliance date, it shall submit a CAP to DHCS for review and approval at least thirty (30) days prior to the DHS-USCIS compliance date. Any potential County Department/Agency resource issues may be discussed with DHCS through a collaborative process in developing their CAP.

A copy of Exhibit B can be requested by authorized County Department/Agency individuals from DHCS using the contact information listed in Section XI of this Agreement.

XIV. COUNTY DEPARTMENT'S/AGENCY'S AGENTS, SUBCONTRACTORS, AND VENDORS

The County Department/Agency agrees to enter into written agreements with all agents, subcontractors and vendors that have access to County Department/Agency Medi-Cal PII. These agreements will impose, at a minimum, the same restrictions and conditions that apply to the County Department/Agency with respect to Medi-Cal PII upon such agents, subcontractors, and vendors. These shall include, (1) restrictions on disclosure of Medi-Cal PII, (2) conditions regarding the use of appropriate administrative, physical, and technical safeguards to protect Medi-Cal PII, and, where relevant, (3) the requirement that any breach, security incident, intrusion, or unauthorized access, use, or disclosure of Medi-Cal PII be reported to the County Department/Agency. If the agents, subcontractors, and vendors of County Department/Agency access data provided to DHCS and/or CDSS by SSA or DHS-USCIS, the County Department/Agency shall also incorporate the Agreement's Exhibits into each subcontract or subaward with agents, subcontractors, and vendors. If the County Department/Agency executed the HIPAA Amendment with DHCS, the HIPAA Amendment and Exhibit C will need to be incorporated when applicable. County Departments/Agencies who would like assistance or guidance with this requirement are encouraged to contact DHCS via the PSA inbox at CountyPSA@dhcs.ca.gov.

XV. ASSESSMENTS AND REVIEWS

In order to enforce this Agreement and ensure compliance with its provisions and Exhibits, the County Department/Agency agrees to assist DHCS in performing compliance assessments. These assessments may involve compliance review questionnaires, and/or review of the facilities, systems, books, and records of the County Department/Agency, with reasonable notice from DHCS. Such reviews shall be scheduled at times that take into account the operational and staffing demands. The County Department/Agency agrees to promptly remedy all violations of any provision of this Agreement and certify the same to the DHCS

Privacy Office and DHCS Information Security Office in writing, or to enter into a written CAP with DHCS containing deadlines for achieving compliance with specific provisions of this Agreement.

XVI. ASSISTANCE IN LITIGATION OR ADMINISTRATIVE PROCEEDINGS

In the event of litigation or administrative proceedings involving DHCS based upon claimed violations by the County Department/Agency of the privacy or security of Medi-Cal PII or of federal or state laws or agreements concerning privacy or security of Medi-Cal PII, the County Department/Agency shall make all reasonable effort to make itself and County Workers assisting in the administration of Medi-Cal and using or disclosing Medi-Cal PII available to DHCS at no cost to DHCS to testify as witnesses. DHCS shall also make all reasonable efforts to make itself and any subcontractors, agents, and employees available to the County Department/Agency at no cost to the County Department/Agency to testify as witnesses, in the event of litigation or administrative proceedings involving the County Department/Agency based upon claimed violations by DHCS of the privacy or security of Medi-Cal PII or of state or federal laws or agreements concerning privacy or security of Medi-Cal PII.

XVII. AMENDMENT OF AGREEMENT

DHCS and the County Department/Agency acknowledge that federal and state laws relating to data security and privacy are rapidly evolving and that amendment of this Agreement may be required to provide for procedures to ensure compliance with such developments. Upon request by DHCS, the County Department/Agency agrees to promptly enter into negotiations with DHCS concerning an amendment to this Agreement as may be needed by developments in federal and state laws and regulations. In addition to any other lawful remedy, DHCS may terminate this Agreement upon 30 days written notice if the County Department/Agency does not promptly agree to enter into negotiations to amend this Agreement when requested to do so, or does not enter into an amendment that DHCS deems necessary.

XVIII. TERMINATION

- A. This Agreement shall terminate on September 1, 2022, regardless of the date the Agreement is executed by the parties. The parties can agree in writing to extend the term of the Agreement; through an executed written amendment. County Department/Agency requests for an extension shall be justified and approved by DHCS and limited to no more than a six (6) month extension.
- B. **Survival:** All provisions of this Agreement that provide restrictions on disclosures of Medi-Cal PII and that provide administrative, technical, and physical safeguards for the Medi-Cal PII in the County Department/Agency's

possession shall continue in effect beyond the termination or expiration of this Agreement, and shall continue until the Medi-Cal PII is destroyed or returned to DHCS.

XIX. TERMINATION FOR CAUSE

Upon DHCS' knowledge of a material breach or violation of this Agreement by the County Department/Agency, DHCS may provide an opportunity for the County Department/Agency to cure the breach or end the violation and may terminate this Agreement if the County Department/Agency does not cure the breach or end the violation within the time specified by DHCS. This Agreement may be terminated immediately by DHCS if the County Department/Agency has breached a material term and DHCS determines, in its sole discretion, that cure is not possible or available under the circumstances. Upon termination of this Agreement, the County Department/Agency shall return or destroy all Medi-Cal PII in accordance with Section VII, above. The provisions of this Agreement governing the privacy and security of the Medi-Cal PII shall remain in effect until all Medi-Cal PII is returned or destroyed and DHCS receives a certificate of destruction.

XX. SIGNATORIES

The signatories below warrant and represent that they have the competent authority on behalf of their respective agencies to enter into the obligations set forth in this Agreement.

The authorized officials whose signatures appear below have committed their respective agencies to the terms of this Agreement. The contract is effective on September 1, 2019.

For the County of Mono

Department/Agency of Social Services


(Signature)

7/15/19
(Date)

Kathryn Peterson
(Name)

Director of Social Services
(Title)

For the Department of Health Care Services,

Jennifer Kent
(Signature)

8/28/19
(Date)

Jennifer Kent
(Name)

Director
(Title)

EXHIBIT A

Exhibit A consists of the current versions of the following documents, copies of which can be requested by the County Department/Agency information security and privacy staff from DHCS by using the contact information listed in Section XI of this Agreement.

- Computer Matching and Privacy Protection Act Agreement between the SSA and California Health and Human Services Agency
- Information Exchange Agreement between SSA and DHCS
- Electronic Information Exchange Security Requirements and Procedures for State and Local Agencies Exchanging Electronic Information with the SSA (TSSR)

EXHIBIT B

Exhibit B consists of the current version of the following document, a copy of which can be requested by the County Department/Agency information security and privacy staff from DHCS by using the contact information listed in Section XI of this Agreement.

- Computer Matching Agreement between the Department of Homeland Security, United States Citizenship and Immigration Services (DHS-USCIS) and California Department of Health Care Services (DHCS)

**BOARD OF SUPERVISORS
COUNTY OF MONO
P.O. BOX 715, BRIDGEPORT, CA 93517**

*Scheereen Dedman
760-932-5538
sdedman@mono.ca.gov
Clerk of the Board*

**REGULAR MEETING of
July 5, 2022**

*Queenie Barnard
760-932-5534
qbarnard@mono.ca.gov
Assistant Clerk of the Board*

**MINUTE ORDER
M22-134
Agenda Item 5E.**

TO: Social Services

SUBJECT: Privacy and Security Agreement Extension with DHCS and CDSS

ACTION: Agreed to extend the Privacy and Security Agreements between Mono County and the Department of Health Care Services and the California Department of Social Services for six months, and authorized Mono County Social Services Director, Kathy Peterson, to acknowledge and agree to such an extension.

Corless motion. Duggan seconded.

Vote: 5 yes, 0 no

M22-134



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 7, 2023

Departments: Finance

TIME REQUIRED

SUBJECT Monthly Treasury Transaction Report

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Treasury Transaction Report for the month ending 12/31/2022.

RECOMMENDED ACTION:

Approve the Treasury Transaction Report for the month ending 12/31/2022.

FISCAL IMPACT:

None noted.

CONTACT NAME: Gerald Frank

PHONE/EMAIL: 7609325483 / gfrank@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Treasury Transaction Report for the month ending 12/31/2022

History

Time	Who	Approval
1/25/2023 3:33 PM	County Counsel	Yes
1/31/2023 12:22 PM	Finance	Yes
2/2/2023 6:00 PM	County Administrative Office	Yes



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2022, End Date: 12/31/2022

Action	Settlement Date	CUSIP	Face Amount / Shares	Description	Purchase Price	Principal	Interest / Dividends	YTM @ Cost	Total
Buy Transactions									
Buy	12/9/2022	22551KAU6	249,000.00	Credit Union of Texas 4.4 12/9/2027	100.00	249,000.00	0.00	4.40	249,000.00
Buy	12/9/2022	08016PEL9	248,000.00	Belmont Bank & Trust Co 4.2 12/9/2027	100.00	248,000.00	0.00	4.20	248,000.00
Buy	12/13/2022	30960QAL1	248,000.00	Farmers Insurance Group FCU 5 12/13/2023	100.00	248,000.00	0.00	5.00	248,000.00
Buy	12/14/2022	89841MAM9	248,000.00	Trustone Financial 5 12/14/2023	100.00	248,000.00	0.00	5.00	248,000.00
Buy	12/14/2022	67886WAF4	248,000.00	Oklahomas Credit Union 5 12/14/2023	100.00	248,000.00	0.00	5.00	248,000.00
Buy	12/14/2022	86777TAA4	248,000.00	Sunset Science Park FCU 5 12/14/2023	100.00	248,000.00	0.00	5.00	248,000.00
Buy	12/16/2022	25844MAK4	247,000.00	Dort Financial Credit Union 4.5 12/16/2027	100.00	247,000.00	0.00	4.50	247,000.00
Buy	12/20/2022	01664MAB2	249,000.00	All In FCU 4.4 12/20/2027	100.00	249,000.00	0.00	4.40	249,000.00
Buy	12/21/2022	51828MAC8	249,000.00	Latino Community Credit Union 4.5 12/21/2027	100.00	249,000.00	0.00	4.50	249,000.00
Buy	12/29/2022	45157PAZ3	249,000.00	Ideal Credit Union 4.5 12/29/2027	100.00	249,000.00	0.00	4.50	249,000.00
Buy	12/30/2022	01882MAC6	248,000.00	Alliant Credit Union 5 12/30/2027	100.00	248,000.00	0.00	5.00	248,000.00
Subtotal			2,731,000.00			2,731,000.00	0.00		2,731,000.00
Deposit	12/5/2022	CAMP60481	1,000,000.00	California Asset Management Program LGIP	100.00	1,000,000.00	0.00	0.00	1,000,000.00
Deposit	12/5/2022	31846V534	2,000,000.00	First American Funds MM	100.00	2,000,000.00	0.00	0.00	2,000,000.00
Deposit	12/8/2022	LAIF6000Q	4,000,000.00	Local Agency Investment Fund LGIP	100.00	4,000,000.00	0.00	0.00	4,000,000.00
Deposit	12/9/2022	LAIF6000Q	4,000,000.00	Local Agency Investment Fund LGIP	100.00	4,000,000.00	0.00	0.00	4,000,000.00
Deposit	12/12/2022	LAIF6000Q	2,000,000.00	Local Agency Investment Fund LGIP	100.00	2,000,000.00	0.00	0.00	2,000,000.00
Deposit	12/13/2022	LAIF6000Q	1,000,000.00	Local Agency Investment Fund LGIP	100.00	1,000,000.00	0.00	0.00	1,000,000.00
Deposit	12/13/2022	31846V534	2,000,000.00	First American Funds MM	100.00	2,000,000.00	0.00	0.00	2,000,000.00
Deposit	12/14/2022	31846V534	2,000,000.00	First American Funds MM	100.00	2,000,000.00	0.00	0.00	2,000,000.00
Deposit	12/15/2022	CAMP60481	1,000,000.00	California Asset Management Program LGIP	100.00	1,000,000.00	0.00	0.00	1,000,000.00
Deposit	12/30/2022	OAKVALLEY0670	8,567.17	Oak Valley Bank Cash	100.00	8,567.17	0.00	0.00	8,567.17
Deposit	12/30/2022	OAKVALLEY0670	33,948,965.65	Oak Valley Bank Cash	100.00	33,948,965.65	0.00	0.00	33,948,965.65
Deposit	12/31/2022	CAMP60481	140,259.65	California Asset Management Program LGIP	100.00	140,259.65	0.00	0.00	140,259.65
Deposit	12/31/2022	FIT	2,000,000.00	Funds in Transit Cash	100.00	2,000,000.00	0.00	0.00	2,000,000.00



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2022, End Date: 12/31/2022

Action	Settlement Date	CUSIP	Face Amount / Shares	Description	Purchase Price	Principal	Interest / Dividends	YTM @ Cost	Total
Subtotal			55,097,792.47			55,097,792.47	0.00		55,097,792.47
Total Buy Transactions			57,828,792.47			57,828,792.47	0.00		57,828,792.47
Interest/Dividends									
Interest	12/1/2022	32022RSG3	0.00	1ST Financial Bank, USA 3.3 8/2/2027		0.00	675.37	0.00	675.37
Interest	12/1/2022	13032UC48	0.00	California Health Facilities Financing Authority 3		0.00	8,110.00	0.00	8,110.00
Interest	12/1/2022	41987YAV8	0.00	Hawaiian Gardens Redev 2.714 12/1/2023		0.00	6,785.00	0.00	6,785.00
Interest	12/1/2022	299547AQ2	0.00	Evansville Teachers Federal Credit Union 2.6 6/12/		0.00	532.11	0.00	532.11
Interest	12/1/2022	59161YAP1	0.00	Metro Credit Union 1.7 2/18/2027		0.00	347.92	0.00	347.92
Interest	12/1/2022	538036HP2	0.00	Live Oak Banking Company 1.85 1/20/2025		0.00	378.62	0.00	378.62
Interest	12/1/2022	92891CCP5	0.00	VYSTAR Credit Union 4.45 9/30/2027		0.00	910.73	0.00	910.73
Interest	12/1/2022	76124YAB2	0.00	Resource One Credit Union 1.9 11/27/2024		0.00	382.60	0.00	382.60
Interest	12/1/2022	91435LAB3	0.00	University of Iowa Community Credit Union 3 4/28/2		0.00	604.11	0.00	604.11
Interest	12/1/2022	378612AE5	0.00	City of Glendora CA POB 1.898 6/1/2024		0.00	4,745.00	0.00	4,745.00
Interest	12/1/2022	499724AD4	0.00	Knox TVA Employee Credit Union 3.25 8/30/2023		0.00	654.45	0.00	654.45
Interest	12/1/2022	3133ENGC8	0.00	FFCB 1.32 6/1/2026		0.00	6,600.00	0.00	6,600.00
Interest	12/1/2022	052392AA5	0.00	Austin Telco FCU 1.8 2/28/2025		0.00	368.38	0.00	368.38
Interest	12/2/2022	15118RUR6	0.00	Celtic Bank 1.35 4/2/2025		0.00	276.29	0.00	276.29
Interest	12/5/2022	307811EM7	0.00	The Farmers & Merchants Bank 3.2 8/5/2027		0.00	654.90	0.00	654.90
Interest	12/5/2022	32117BCX4	0.00	First National Bank Dama 2.8 5/5/2023		0.00	573.04	0.00	573.04
Interest	12/7/2022	90983WBT7	0.00	United Community Bank 1.65 2/7/2025		0.00	337.68	0.00	337.68
Interest	12/8/2022	3130A0F70	0.00	FHLB 3.375 12/8/2023		0.00	16,875.00	0.00	16,875.00
Interest	12/8/2022	29367SJQ8	0.00	Enterprise Bank & Trust 1.8 11/8/2024		0.00	368.38	0.00	368.38
Interest	12/8/2022	3130AT7D3	0.00	FHLB 3.5 12/8/2023		0.00	9,430.56	0.00	9,430.56
Interest	12/8/2022	89579NCB7	0.00	Triad Bank/Frontenac MO 1.8 11/8/2024		0.00	368.38	0.00	368.38
Interest	12/9/2022	313383QR5	0.00	FHLB 3.25 6/9/2023		0.00	7,312.50	0.00	7,312.50
Interest	12/9/2022	90520EAK7	0.00	MUFG Union Bank NA 2.1 12/9/2022		0.00	5,250.00	0.00	5,250.00



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2022, End Date: 12/31/2022

Action	Settlement Date	CUSIP	Face Amount / Shares	Description	Purchase Price	Principal	Interest / Dividends	YTM @ Cost	Total
Interest	12/9/2022	59452WAE8	0.00	Michigan Legacy Credit Union 3.45 11/9/2023		0.00	706.07	0.00	706.07
Interest	12/10/2022	25460FCF1	0.00	Direct Federal Credit Union 3.5 9/11/2023		0.00	716.30	0.00	716.30
Interest	12/10/2022	3133ELH80	0.00	FFCB 0.68 6/10/2025-22		0.00	3,400.00	0.00	3,400.00
Interest	12/10/2022	20367GBH1	0.00	Community Commerce Bank 3.3 8/10/2027		0.00	675.37	0.00	675.37
Interest	12/10/2022	3130AQ3F8	0.00	FHLB 1.15 12/10/2024-22		0.00	5,750.00	0.00	5,750.00
Interest	12/11/2022	70320KAX9	0.00	Pathfinder Bank 0.7 3/11/2026		0.00	143.26	0.00	143.26
Interest	12/12/2022	856487AM5	0.00	State Bank of Reeseville 2.6 4/12/2024		0.00	532.11	0.00	532.11
Interest	12/13/2022	66736ABP3	0.00	Northwest Bank 2.95 2/13/2024		0.00	603.74	0.00	603.74
Interest	12/13/2022	69417ACG2	0.00	Pacific Crest Savings Bank 2.85 3/13/2024		0.00	583.27	0.00	583.27
Interest	12/13/2022	15721UDA4	0.00	CF Bank 2 8/13/2024		0.00	409.32	0.00	409.32
Interest	12/13/2022	3130A5R35	0.00	FHLB 2.875 6/13/2025		0.00	10,853.13	0.00	10,853.13
Interest	12/14/2022	32114VBT3	0.00	First National Bank of Michigan 1.65 2/14/2025		0.00	337.68	0.00	337.68
Interest	12/14/2022	17801GBX6	0.00	City National Bank of Metropolis 1.65 2/14/2025		0.00	337.68	0.00	337.68
Interest	12/14/2022	45581EAR2	0.00	Industrial and Commercial Bank of China USA, NA 2.		0.00	533.63	0.00	533.63
Interest	12/15/2022	20143PDV9	0.00	Commercial Bank Harrogate 3.4 11/15/2023		0.00	695.84	0.00	695.84
Interest	12/15/2022	061785DY4	0.00	Bank of Deerfield 2.85 2/15/2024		0.00	583.27	0.00	583.27
Interest	12/15/2022	819866BL7	0.00	Sharonview Federal Credit Union 3.5 8/16/2027		0.00	716.30	0.00	716.30
Interest	12/15/2022	30257JAM7	0.00	FNB Bank Inc/Romney 3 1/16/2024		0.00	613.97	0.00	613.97
Interest	12/15/2022	62384RAF3	0.00	Mountain America Federal Credit Union 3 3/27/2023		0.00	604.11	0.00	604.11
Interest	12/16/2022	740367HP5	0.00	Preferred Bank LA Calif 2 8/16/2024		0.00	409.32	0.00	409.32
Interest	12/16/2022	33640VCF3	0.00	First Service Bank 3.3 5/16/2023		0.00	675.37	0.00	675.37
Interest	12/16/2022	17330FUE9	0.00	Citigroup Global Markets 2.75 6/16/2023		0.00	1,145.83	0.00	1,145.83
Interest	12/17/2022	219240BY3	0.00	Cornerstone Community Bank 2.6 5/17/2024		0.00	532.11	0.00	532.11
Interest	12/17/2022	24422EVR7	0.00	John Deere Capital Corp 1.05 6/17/2026		0.00	2,625.00	0.00	2,625.00
Interest	12/18/2022	457731AK3	0.00	Inspire Federal Credit Union 1.15 3/18/2025		0.00	235.36	0.00	235.36



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2022, End Date: 12/31/2022

Action	Settlement Date	CUSIP	Face Amount / Shares	Description	Purchase Price	Principal	Interest / Dividends	YTM @ Cost	Total
Interest	12/18/2022	00257TBJ4	0.00	Abacus Federal Savings Bank 1.75 10/18/2024		0.00	358.15	0.00	358.15
Interest	12/18/2022	89236TJK2	0.00	Toyota Motor Credit Corp 1.125 6/18/2026		0.00	2,812.50	0.00	2,812.50
Interest	12/18/2022	48836LAF9	0.00	Kemba Financial Credit Union 1.75 10/18/2024		0.00	358.15	0.00	358.15
Interest	12/19/2022	560507AJ4	0.00	Maine Savings Federal Credit Union 3.3 5/19/2023		0.00	675.37	0.00	675.37
Interest	12/20/2022	50625LAK9	0.00	Lafayette Federal Credit Union 3.5 11/20/2023		0.00	716.30	0.00	716.30
Interest	12/20/2022	32112UCW9	0.00	First National Bank of McGregor 2.85 2/21/2024		0.00	583.27	0.00	583.27
Interest	12/22/2022	061803AH5	0.00	Bank of Delight 2.85 2/22/2024		0.00	583.27	0.00	583.27
Interest	12/22/2022	92535LCC6	0.00	Verus Bank of Commerce 2.8 2/22/2024		0.00	573.04	0.00	573.04
Interest	12/22/2022	3130AQAF0	0.00	FHLB 0.8 12/22/2023-22		0.00	4,000.00	0.00	4,000.00
Interest	12/23/2022	938828BJ8	0.00	Washington Federal Bank 2.05 8/23/2024		0.00	419.55	0.00	419.55
Interest	12/23/2022	33766LAJ7	0.00	Firstier Bank 1.95 8/23/2024		0.00	399.08	0.00	399.08
Interest	12/24/2022	03753XBD1	0.00	Apex Bank 3.1 8/24/2023		0.00	624.25	0.00	624.25
Interest	12/24/2022	90348JEV8	0.00	UBS Bank USA 3.45 10/24/2023		0.00	706.07	0.00	706.07
Interest	12/25/2022	063907AA7	0.00	Bank of Botetourt 1.75 10/25/2024		0.00	358.15	0.00	358.15
Interest	12/25/2022	22230PBY5	0.00	Country Bank New York 3 1/25/2024		0.00	613.97	0.00	613.97
Interest	12/26/2022	208212AR1	0.00	Connex Credit Union 0.5 8/26/2024		0.00	102.33	0.00	102.33
Interest	12/26/2022	32065TAZ4	0.00	First Kentucky Bank Inc 2.55 4/26/2024		0.00	521.88	0.00	521.88
Interest	12/26/2022	3137EAES4	0.00	FHLMC 0.25 6/26/2023		0.00	1,250.00	0.00	1,250.00
Interest	12/26/2022	05465DAE8	0.00	AXOS Bank 1.65 3/26/2025		0.00	337.68	0.00	337.68
Interest	12/26/2022	56065GAG3	0.00	Mainstreet Bank 2.6 4/26/2024		0.00	532.11	0.00	532.11
Interest	12/26/2022	90352RCR4	0.00	USAlliance Federal Credit Union 3.45 8/26/2027		0.00	706.07	0.00	706.07
Interest	12/27/2022	39115UBE2	0.00	Great Plains Bank 2.8 2/27/2024		0.00	573.04	0.00	573.04
Interest	12/27/2022	32063KAV4	0.00	First Jackson Bank 1.05 3/27/2025		0.00	214.89	0.00	214.89
Interest	12/27/2022	79772FAF3	0.00	San Francisco FCU 1.1 3/27/2025		0.00	225.12	0.00	225.12
Interest	12/28/2022	080515CH0	0.00	Belmont Savings Bank 2.7 2/28/2023		0.00	543.70	0.00	543.70
Interest	12/28/2022	07181JAV6	0.00	Baxter Federal Credit Union 5 11/30/2026		0.00	1,019.18	0.00	1,019.18



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2022, End Date: 12/31/2022

Action	Settlement Date	CUSIP	Face Amount / Shares	Description	Purchase Price	Principal	Interest / Dividends	YTM @ Cost	Total
Interest	12/29/2022	3133EMN81	0.00	FFCB 0.31 12/29/2023-21		0.00	1,550.00	0.00	1,550.00
Interest	12/29/2022	52171MAA3	0.00	Leaders Credit Union 3 6/29/2023		0.00	613.97	0.00	613.97
Interest	12/29/2022	70962LAS1	0.00	Pentagon Federal Credit Union 0.9 9/29/2026		0.00	184.19	0.00	184.19
Interest	12/29/2022	45780PAX3	0.00	Institution for Savings in Newburyport 0.85 7/29/2		0.00	173.96	0.00	173.96
Interest	12/30/2022	24951TAW5	0.00	Department of Commerce FCU 5 11/30/2027		0.00	679.45	0.00	679.45
Interest	12/30/2022	06543PDA0	0.00	Bank of the Valley NE 4.1 9/30/2027		0.00	839.10	0.00	839.10
Interest	12/30/2022	3136G4XZ1	0.00	FNMA 0.74 6/30/2025-21		0.00	2,941.50	0.00	2,941.50
Interest	12/30/2022	22258JAB7	0.00	County Schools FCU 4.4 9/30/2027		0.00	900.49	0.00	900.49
Interest	12/30/2022	OAKVALLEY0670	0.00	Oak Valley Bank Cash		0.00	8,567.17	0.00	8,567.17
Interest	12/31/2022	710571DS6	0.00	Peoples Bank Newton NC 2 7/31/2024		0.00	422.96	0.00	422.96
Interest	12/31/2022	694231AC5	0.00	Pacific Enterprise Bank 1.15 3/31/2025		0.00	243.20	0.00	243.20
Interest	12/31/2022	91282CCK5	0.00	T-Note 0.125 6/30/2023		0.00	625.00	0.00	625.00
Interest	12/31/2022	CAMP60481	0.00	California Asset Management Program LGIP		0.00	140,259.65	0.00	140,259.65
Interest	12/31/2022	LAIF6000Q	0.00	Local Agency Investment Fund LGIP		0.00	36,880.66	0.00	36,880.66
Interest	12/31/2022	91282CBC4	0.00	T-Note 0.375 12/31/2025		0.00	1,875.00	0.00	1,875.00
Interest	12/31/2022	31846V534	0.00	First American Funds MM		0.00	48,466.05	0.00	48,466.05
Interest	12/31/2022	9128286Z8	0.00	T-Note 1.75 6/30/2024		0.00	8,750.00	0.00	8,750.00
Interest	12/31/2022	29278TCP3	0.00	Enerbank USA 3.2 8/30/2023		0.00	664.38	0.00	664.38
Interest	12/31/2022	67054NAM5	0.00	Numerica Credit Union 3.4 10/31/2023		0.00	719.03	0.00	719.03
Interest	12/31/2022	912828N30	0.00	T-Note 2.125 12/31/2022		0.00	10,625.00	0.00	10,625.00
Interest	12/31/2022	06426KAM0	0.00	Bank of New England 3.2 7/31/2023		0.00	671.30	0.00	671.30
Interest	12/31/2022	91282CBD2	0.00	T-Note 0.125 12/31/2022		0.00	625.00	0.00	625.00
Interest	12/31/2022	86777TAA4	0.00	Sunset Science Park FCU 5 12/14/2023		0.00	577.53	0.00	577.53
Subtotal			0.00			0.00	394,620.77		394,620.77
Total Interest/Dividends			0.00			0.00	394,620.77		394,620.77
Sell Transactions									
Matured	12/9/2022	90520EAK7	500,000.00	MUFG Union Bank NA 2.1 12/9/2022	0.00	500,000.00	0.00	0.00	500,000.00



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2022, End Date: 12/31/2022

Action	Settlement Date	CUSIP	Face Amount / Shares	Description	Purchase Price	Principal	Interest / Dividends	YTM @ Cost	Total
Matured	12/22/2022	313385U20	1,000,000.00	FHLB 0 12/22/2022	0.00	1,000,000.00	0.00	0.00	1,000,000.00
Matured	12/31/2022	912828N30	1,000,000.00	T-Note 2.125 12/31/2022	0.00	1,000,000.00	0.00	0.00	1,000,000.00
Matured	12/31/2022	91282CBD2	1,000,000.00	T-Note 0.125 12/31/2022	0.00	1,000,000.00	0.00	0.00	1,000,000.00
Subtotal			3,500,000.00			3,500,000.00	0.00		3,500,000.00
Withdraw	12/23/2022	LAIF6000Q	1,000,000.00	Local Agency Investment Fund LGIP	0.00	1,000,000.00	0.00	0.00	1,000,000.00
Withdraw	12/29/2022	LAIF6000Q	1,000,000.00	Local Agency Investment Fund LGIP	0.00	1,000,000.00	0.00	0.00	1,000,000.00
Withdraw	12/30/2022	OAKVALLEY0670	36,577,982.96	Oak Valley Bank Cash	0.00	36,577,982.96	0.00	0.00	36,577,982.96
Subtotal			38,577,982.96			38,577,982.96	0.00		38,577,982.96
Total Sell Transactions			42,077,982.96			42,077,982.96	0.00		42,077,982.96



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 7, 2023

Departments: Finance

TIME REQUIRED

SUBJECT Quarterly Investment Report

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Investment Report for the Quarter ending 12/31/2022.

RECOMMENDED ACTION:

Approve the Investment Report for the Quarter ending 12/31/2022.

FISCAL IMPACT:

None noted.

CONTACT NAME: Gerald Frank

PHONE/EMAIL: 7609325483 / gfrank@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Quarterly Investment Report for Quarter Ending 12-31-22

History

Time	Who	Approval
1/25/2023 3:33 PM	County Counsel	Yes
1/31/2023 12:22 PM	Finance	Yes
2/2/2023 6:00 PM	County Administrative Office	Yes



DEPARTMENT OF FINANCE

COUNTY OF MONO

Gerald A. Frank, CGIP
Assistant Finance Director
Treasurer-Tax Collector

Janet Dutcher, CPA, CGFM, MPA
Finance Director

Kimberly Bunn
Assistant Finance Director
Auditor-Controller

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Bridgeport, California 93517
(760) 932-5480
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Date: February 7, 2023
To: Honorable Board of Supervisors
Treasury Oversight Committee
Treasury Pool Participants
From: Gerald Frank
Subject: Quarterly Investment Report

The Treasury Pool investment report for the quarter ended December 31, 2022 is attached pursuant to Government Code §53646(b) and includes the following reports:

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

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

- The Sheriff's Department has two accounts: The Civil Trust Account and the Sheriff's Revolving Fund. The balances in these accounts as of December 31, 2022 were \$29,771 and \$3,573 respectively.
- Mono County's PAPEBT (Public Agencies Post-Employment Benefits Trust) fund with PARS had a balance of \$24,732,844 as of December 31, 2022. This is a trust for the purpose of pre-funding both pension obligations and/or other post-employment benefits.

The Treasury was in compliance with the Mono County Investment Policy on December 31, 2022.

Weighted Average Maturity (WAM) as of December 31, 2022 was 520 days.

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

The investments are presented at fair market value in accordance with Government Accounting Standards Board (GASB) Statement No. 31, Accounting and Financial Reporting for Certain Investments and for External Pools. On the last day of the quarter, on a book basis, the portfolio totaled \$212,710,487 and the market value was \$206,095,427 (calculated by US Bank) or 96.89% of book value. Market value does not include accrued interest, which was \$553,200 on the last day of the quarter.

Investment Pool earnings are as shown below:

Quarter Ending	3/31/2022	6/30/2022	9/30/2022	12/31/2022
Average Daily Balance	151,448,581	170,716,890	173,018,306	192,343,209
Earned Interest (including accruals)	428,500	596,578	803,608.25	1,188,344
Earned Interest Rate	1.1475%	1.4017%	1.8427%	2.4512%
Number of Days in Quarter	90	91	92	92
Interest Received (net of amortized costs)	407,424	580,449	738,659	1,108,487
Administration Costs	\$19,632	\$11,374	\$11,701	\$12,298
Net Interest for Apportionment	\$387,792	\$569,075	\$726,958	\$1,096,189



Mono County Portfolio Holdings by Security Sector As of December 31, 2022

Description	CUSIP/Ticker	Settlement Date	Book Value	Face Amount/Shares	Market Value	Coupon Rate	YTM @ Cost	Maturity Date	Days To Maturity	Credit Rating 1	Accrued Interest	% of Portfolio
Cash												
Oak Valley Bank Cash	OAKVALLEY0670	2/28/2009	4,478,651.28	4,478,651.28	4,478,651.28	2.057	2.057	N/A	1	None		2.10
TTC Drawer Cash	CASH	10/12/2022	400.00	400.00	400.00	0.000	0.000	N/A	1	None		0.00
Sub Total / Average Cash			4,479,051.28	4,479,051.28	4,479,051.28	2.057	2.057		1		0.00	2.10
Funds In Transit												
Funds in Transit Cash	FIT	3/31/2018	2,000,000.00	2,000,000.00	2,000,000.00	0.000	0.000	N/A	1	None		0.94
Sub Total / Average Funds In Transit			2,000,000.00	2,000,000.00	2,000,000.00	0.000	0.000		1		0.00	0.94
Local Government Investment Pools												
California Asset Management Program LGIP	CAMP60481	8/3/2017	39,061,871.83	39,061,871.83	39,061,871.83	4.300	4.300	N/A	1	None		18.31
Local Agency Investment Fund LGIP	LAIF6000Q	7/1/2014	13,701,503.09	13,701,503.09	13,701,503.09	2.173	2.173	N/A	1	NR		6.42
Sub Total / Average Local Government Investment Pools			52,763,374.92	52,763,374.92	52,763,374.92	3.748	3.748		1		0.00	24.73
Money Market Mutual Funds												
First American Funds MM	31846V534	6/1/2021	18,000,000.00	18,000,000.00	18,000,000.00	3.600	3.600	N/A	1	Moody's-Aaa		8.44
Sub Total / Average Money Market Mutual Funds			18,000,000.00	18,000,000.00	18,000,000.00	3.600	3.600		1		0.00	8.44
CD Negotiable												
1ST Financial Bank, USA 3.3 8/2/2027	32022RSG3	8/2/2022	249,000.00	249,000.00	235,678.50	3.300	3.300	8/2/2027	1,675	None	675.37	0.12
Abacus Federal Savings Bank 1.75 10/18/2024	00257TBJ4	10/18/2019	249,000.00	249,000.00	236,714.34	1.750	1.750	10/18/2024	657	None	155.20	0.12
All In FCU 4.4 12/20/2027	01664MAB2	12/20/2022	249,000.00	249,000.00	246,793.86	4.400	4.400	12/20/2027	1,815	None	330.18	0.12
Alliant Credit Union 5 12/30/2027	01882MAC6	12/30/2022	248,000.00	248,000.00	252,426.80	5.000	5.000	12/30/2027	1,825	None	33.97	0.12
American Express National Bank 3 5/4/2027	02589ACK6	5/4/2022	246,000.00	246,000.00	230,720.94	3.000	3.000	5/4/2027	1,585	None	1,152.49	0.12
Apex Bank 3.1 8/24/2023	03753XBD1	8/24/2018	245,000.00	245,000.00	242,880.75	3.100	3.100	8/24/2023	236	None	145.66	0.11
Austin Telco FCU 1.8 2/28/2025	052392AA5	2/28/2020	249,000.00	249,000.00	233,992.77	1.800	1.800	2/28/2025	790	None	368.38	0.12
AXOS Bank 1.65 3/26/2025	05465DAE8	3/26/2020	249,000.00	249,000.00	233,412.60	1.650	1.650	3/26/2025	816	None	56.28	0.12
Bank Hapoalim B.M. 3.5 11/14/2023	06251AV31	11/14/2018	245,000.00	245,000.00	242,716.60	3.500	3.500	11/14/2023	318	None	1,104.18	0.11
Bank of Baroda New York 3.3 9/28/2023	06062R4E9	11/19/2018	244,794.15	245,000.00	242,768.05	3.300	3.423	9/28/2023	271	None	2,082.16	0.11
Bank of Botetourt 1.75 10/25/2024	063907AA7	10/25/2019	249,000.00	249,000.00	236,589.84	1.750	1.750	10/25/2024	664	None	71.63	0.12
Bank of Deerfield 2.85 2/15/2024	061785DY4	2/15/2019	249,000.00	249,000.00	244,134.54	2.850	2.850	2/15/2024	411	None	311.08	0.12
Bank of Delight 2.85 2/22/2024	061803AH5	2/22/2019	249,000.00	249,000.00	244,054.86	2.850	2.850	2/22/2024	418	None	174.98	0.12
Bank of New England 3.2 7/31/2023	06426KAM0	8/9/2018	247,000.00	247,000.00	245,327.81	3.200	3.200	7/31/2023	212	None	0.00	0.12
Bank of the Valley NE 4.1 9/30/2027	06543PDA0	9/30/2022	249,000.00	249,000.00	243,728.67	4.100	4.100	9/30/2027	1,734	None	27.97	0.12
Baxter Federal Credit Union 5 11/30/2026	07181JAV6	11/28/2022	248,000.00	248,000.00	251,677.84	5.000	5.000	11/30/2026	1,430	None	101.92	0.12
Beal Bank USA 1.9 2/17/2027	07371CE88	2/23/2022	247,000.00	247,000.00	222,171.56	1.900	1.900	2/17/2027	1,509	None	1,671.48	0.12
Beal Bank, a Texas State Bank 1.9 2/17/2027	07371AYE7	2/23/2022	247,000.00	247,000.00	222,171.56	1.900	1.900	2/17/2027	1,509	None	1,671.48	0.12
Belmont Bank & Trust Co 4.2 12/9/2027	08016PEL9	12/9/2022	248,000.00	248,000.00	243,627.76	4.200	4.200	12/9/2027	1,804	None	627.81	0.12
Belmont Savings Bank 2.7 2/28/2023	080515CH0	2/28/2018	245,000.00	245,000.00	244,461.00	2.700	2.700	2/28/2023	59	None	54.37	0.11
Caldwell Bank & Trust Company 1.95 8/19/2024	128829AE8	8/19/2019	247,000.00	247,000.00	236,707.51	1.950	1.950	8/19/2024	597	None	1,768.25	0.12
Capital One Bank USA NA 2 8/21/2024	14042TCB1	8/30/2019	245,000.00	245,000.00	234,950.10	2.000	2.000	8/21/2024	599	None	1,772.05	0.11
Capital One NA 2.8 4/20/2027	14042RQS3	4/20/2022	246,000.00	246,000.00	228,944.82	2.800	2.800	4/20/2027	1,571	None	1,358.73	0.12
Celtic Bank 1.35 4/2/2025	15118RUR6	4/2/2020	249,000.00	249,000.00	231,706.95	1.350	1.350	4/2/2025	823	None	267.08	0.12
Centerstate Bank 1 4/30/2025	15201QDK0	5/13/2020	248,000.00	248,000.00	228,477.44	1.000	1.000	4/30/2025	851	None	421.26	0.12
CF Bank 2 8/13/2024	15721UDA4	8/13/2019	249,000.00	249,000.00	238,845.78	2.000	2.000	8/13/2024	591	None	245.59	0.12
City National Bank of Metropolis 1.65 2/14/2025	17801GBX6	2/14/2020	249,000.00	249,000.00	234,172.05	1.650	1.650	2/14/2025	776	None	191.35	0.12
Commercial Bank Harrogate 3.4 11/15/2023	20143PDV9	11/15/2018	249,000.00	249,000.00	246,445.26	3.400	3.400	11/15/2023	319	None	371.11	0.12
Commercial Savings Bank 1.8 10/18/2024	202291AG5	10/18/2019	247,000.00	247,000.00	235,129.18	1.800	1.800	10/18/2024	657	None	901.38	0.12
Community Commerce Bank 3.3 8/10/2027	20367GBH1	8/10/2022	249,000.00	249,000.00	235,616.25	3.300	3.300	8/10/2027	1,683	None	472.76	0.12
Congressional Bank 2.1 7/24/2024	20726ABD9	7/24/2019	247,000.00	247,000.00	237,693.04	2.100	2.100	7/24/2024	571	None	2,273.75	0.12
Connex Credit Union 0.5 8/26/2024	208212AR1	8/26/2021	249,000.00	249,000.00	232,683.03	0.500	0.500	8/26/2024	604	None	17.05	0.12



Mono County

Portfolio Holdings by Security Sector

As of December 31, 2022

Description	CUSIP/Ticker	Settlement Date	Book Value	Face Amount/Shares	Market Value	Coupon Rate	YTM @ Cost	Maturity Date	Days To Maturity	Credit Rating 1	Accrued Interest	% of Portfolio
Cornerstone Community Bank 2.6 5/17/2024	219240BY3	5/17/2019	249,000.00	249,000.00	242,264.55	2.600	2.600	5/17/2024	503	None	248.32	0.12
Country Bank New York 3 1/25/2024	22230PB5	1/25/2019	249,000.00	249,000.00	244,754.55	3.000	3.000	1/25/2024	390	None	122.79	0.12
County Schools FCU 4.4 9/30/2027	22258JAB7	9/30/2022	249,000.00	249,000.00	246,910.89	4.400	4.400	9/30/2027	1,734	None	30.02	0.12
Credit Union of Texas 4.4 12/9/2027	22251KAU6	12/9/2022	249,000.00	249,000.00	246,808.80	4.400	4.400	12/9/2027	1,804	None	660.36	0.12
Delta National Bank and Trust 0.55 7/21/2025	24773RBW4	7/31/2020	249,000.00	249,000.00	224,949.09	0.550	0.550	7/21/2025	933	None	574.06	0.12
Department of Commerce FCU 5 11/30/2027	24951TAW5	11/30/2022	248,000.00	248,000.00	252,372.24	5.000	5.000	11/30/2027	1,795	None	33.97	0.12
Direct Federal Credit Union 3.5 9/11/2023	25460FCF1	12/10/2018	249,000.00	249,000.00	247,281.90	3.500	3.500	9/11/2023	254	None	501.41	0.12
Discover Bank 3.2 5/19/2027	254673D94	5/19/2022	246,000.00	246,000.00	232,519.20	3.200	3.200	5/19/2027	1,600	None	927.39	0.12
Dollar BK Fed Savings BK 2.9 4/13/2023	25665QAX3	4/13/2018	245,000.00	245,000.00	244,125.35	2.900	2.900	4/13/2023	103	None	1,537.79	0.11
Dort Financial Credit Union 4.5 12/16/2027	25844MAK4	12/16/2022	247,000.00	247,000.00	245,910.73	4.500	4.500	12/16/2027	1,811	None	456.78	0.12
Eaglemark Savings Bank 2 3/2/2027	27004PCM3	3/2/2022	247,000.00	247,000.00	222,959.49	2.000	2.000	3/2/2027	1,522	None	1,624.11	0.12
Enerbank USA 3.2 8/30/2023	29278TCP3	8/31/2018	245,000.00	245,000.00	242,959.15	3.200	3.200	8/30/2023	242	None	0.00	0.11
Enterprise Bank & Trust 1.8 11/8/2024	29367SJK8	11/8/2019	249,000.00	249,000.00	236,582.37	1.800	1.800	11/8/2024	678	None	282.43	0.12
Evansville Teachers Federal Credit Union 2.6 6/12/2024	299547AQ2	6/12/2019	249,000.00	249,000.00	241,945.83	2.600	2.600	6/12/2024	529	None	532.11	0.12
Farmers Insurance Group FCU 5 12/13/2023	30960QAL1	12/13/2022	248,000.00	248,000.00	248,877.92	5.000	5.000	12/13/2023	347	None	611.51	0.12
First Foundation Bank 4.7 11/4/2027	32026UYA8	11/4/2022	244,000.00	244,000.00	245,056.52	4.700	4.700	11/4/2027	1,769	None	1,790.89	0.11
First Jackson Bank 1.05 3/27/2025	32063KAV4	3/27/2020	248,458.63	249,000.00	230,215.44	1.050	1.150	3/27/2025	817	None	28.65	0.12
First Kentucky Bank Inc 2.55 4/26/2024	32065TAZ4	4/26/2019	249,000.00	249,000.00	242,374.11	2.550	2.550	4/26/2024	482	None	86.98	0.12
First Missouri State Bank 2.85 8/14/2023	32100LBY0	2/13/2019	246,000.00	246,000.00	243,633.48	2.850	2.850	8/14/2023	226	None	2,689.15	0.12
First National Bank Dama 2.8 5/5/2023	32117BCX4	3/5/2019	249,000.00	249,000.00	247,817.25	2.800	2.800	5/5/2023	125	None	496.64	0.12
First National Bank of McGregor 2.85 2/21/2024	32112UCW9	2/21/2019	249,000.00	249,000.00	244,067.31	2.850	2.850	2/21/2024	417	None	213.87	0.12
First National Bank of Michigan 1.65 2/14/2025	32114VBT3	2/14/2020	249,000.00	249,000.00	234,172.05	1.650	1.650	2/14/2025	776	None	191.35	0.12
First Service Bank 3.3 5/16/2023	33640VCF3	11/16/2018	249,000.00	249,000.00	248,165.85	3.300	3.300	5/16/2023	136	None	337.68	0.12
Firstier Bank 1.95 8/23/2024	33766LAJ7	8/23/2019	249,000.00	249,000.00	238,484.73	1.950	1.950	8/23/2024	601	None	106.42	0.12
Flagstar Bank FSB 0.6 7/22/2025	33847E3W5	7/22/2020	249,000.00	249,000.00	225,247.89	0.600	0.600	7/22/2025	934	None	663.09	0.12
FNB Bank Inc/Romney 3 1/16/2024	30257JAM7	1/16/2019	249,000.00	249,000.00	245,048.37	3.000	3.000	1/16/2024	381	None	327.45	0.12
Fulton Bank 2.85 3/7/2023	359899AE1	3/7/2019	245,000.00	245,000.00	244,434.05	2.850	2.850	3/7/2023	66	None	2,199.97	0.11
Goldman Sachs Bank USA 0.85 7/28/2026	38149MWX7	7/28/2021	248,000.00	248,000.00	217,753.92	0.850	0.850	7/28/2026	1,305	None	900.95	0.12
Great Plains Bank 2.8 2/27/2024	39115UBE2	2/27/2019	249,000.00	249,000.00	243,858.15	2.800	2.800	2/27/2024	423	None	76.41	0.12
Haddon Savings Bank 0.35 10/20/2025	404730DA8	11/12/2020	247,966.18	249,000.00	221,537.79	0.350	0.486	10/20/2025	1,024	None	174.30	0.12
Healthcare Systems Federal Credit Union 3.2 1/18/2027	42228LAC5	1/18/2019	245,000.00	245,000.00	244,887.30	3.200	3.200	1/18/2023	18	None	3,565.59	0.11
High Plains Bank 3 1/16/2024	42971GAA9	1/16/2019	245,000.00	245,000.00	240,947.70	3.000	3.000	1/16/2024	381	None	3,383.01	0.11
Home Savings Bank UT 2.85 2/12/2024	43733LBF3	2/12/2019	246,000.00	246,000.00	241,252.20	2.850	2.850	2/12/2024	408	None	2,708.36	0.12
Ideal Credit Union 4.5 12/29/2027	45157PAZ3	12/29/2022	249,000.00	249,000.00	247,889.46	4.500	4.500	12/29/2027	1,824	None	61.40	0.12
Industrial and Commercial Bank of China USA, NA 2.	45581EAR2	2/14/2018	245,000.00	245,000.00	244,578.60	2.650	2.650	2/14/2023	45	None	302.39	0.11
Inspire Federal Credit Union 1.15 3/18/2025	457731AK3	3/18/2020	249,000.00	249,000.00	230,935.05	1.150	1.150	3/18/2025	808	None	101.99	0.12
Institution for Savings in Newburyport 0.85 7/29/2026	45780PAX3	7/29/2021	249,000.00	249,000.00	218,345.61	0.850	0.850	7/29/2026	1,306	None	11.60	0.12
Jefferson Financial Credit Union 3.35 10/19/2023	474067AQ8	10/19/2018	245,000.00	245,000.00	242,648.00	3.350	3.350	10/19/2023	292	None	1,641.50	0.11
Kemba Financial Credit Union 1.75 10/18/2024	48836LAF9	10/18/2019	249,000.00	249,000.00	236,714.34	1.750	1.750	10/18/2024	657	None	155.20	0.12
Knox TVA Employee Credit Union 3.25 8/30/2023	499724AD4	8/30/2018	245,000.00	245,000.00	243,040.00	3.250	3.250	8/30/2023	242	None	654.45	0.11
Lafayette Federal Credit Union 3.5 11/20/2023	50625LAK9	11/20/2018	249,000.00	249,000.00	246,612.09	3.500	3.500	11/20/2023	324	None	262.64	0.12
Latino Community Credit Union 4.5 12/21/2027	51828MAC8	12/21/2022	249,000.00	249,000.00	247,896.93	4.500	4.500	12/21/2027	1,816	None	306.99	0.12
LCA Bank Corp 4.8 11/15/2027	510798S26	11/15/2022	244,000.00	244,000.00	246,115.48	4.800	4.800	11/15/2027	1,780	None	1,508.12	0.11
Leaders Credit Union 3 6/29/2023	52171MAA3	6/29/2022	249,000.00	249,000.00	247,433.79	3.000	3.000	6/29/2023	180	None	40.93	0.12
Lebanon Federal Credit Union 3.2 9/21/2023	52248LAA4	9/21/2018	245,000.00	245,000.00	242,682.30	3.200	3.200	9/21/2023	264	None	2,169.42	0.11
Live Oak Banking Company 1.85 1/20/2025	538036HP2	1/24/2020	249,000.00	249,000.00	235,583.88	1.850	1.850	1/20/2025	751	None	378.62	0.12
Maine Savings Federal Credit Union 3.3 5/19/2023	560507AJ4	10/19/2018	249,000.00	249,000.00	248,143.44	3.300	3.300	5/19/2023	139	None	270.15	0.12
Mainstreet Bank 2.6 4/26/2024	56065GAG3	4/26/2019	249,000.00	249,000.00	242,533.47	2.600	2.600	4/26/2024	482	None	88.68	0.12
Metro Credit Union 1.7 2/18/2027	59161YAP1	2/18/2022	249,000.00	249,000.00	221,948.64	1.700	1.700	2/18/2027	1,510	None	347.92	0.12
Michigan Legacy Credit Union 3.45 11/9/2023	59452WAE8	11/9/2018	249,000.00	249,000.00	246,607.11	3.450	3.450	11/9/2023	313	None	517.78	0.12



Mono County Portfolio Holdings by Security Sector As of December 31, 2022

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Morgan Stanley Bank 2.65 1/11/2023	61747MF63	1/11/2018	245,000.00	245,000.00	244,884.85	2.650	2.650	1/11/2023	11	None	3,077.27	0.11
Morgan Stanley Private Bank 3.55 11/8/2023	61760ARS0	11/8/2018	245,000.00	245,000.00	242,728.85	3.550	3.550	11/8/2023	312	None	1,262.92	0.11
Mountain America Federal Credit Union 3 3/27/2023	62384RAF3	3/27/2018	245,000.00	245,000.00	244,348.30	3.000	3.000	3/27/2023	86	None	322.19	0.11
New York Community Bank 0.7 9/10/2024	649447VN6	9/10/2021	249,000.00	249,000.00	233,298.06	0.700	0.700	9/10/2024	619	None	534.84	0.12
Northland Area Federal Credit Union 2.6 2/13/2023	666496AB0	2/13/2018	245,000.00	245,000.00	244,561.45	2.600	2.600	2/13/2023	44	None	2,460.74	0.11
Northwest Bank 2.95 2/13/2024	66736ABP3	2/13/2019	249,000.00	249,000.00	244,428.36	2.950	2.950	2/13/2024	409	None	362.24	0.12
Numerica Credit Union 3.4 10/31/2023	67054NAM5	10/31/2018	249,000.00	249,000.00	246,592.17	3.400	3.400	10/31/2023	304	None	0.00	0.12
Oklahomas Credit Union 5 12/14/2023	67886WAF4	12/14/2022	248,000.00	248,000.00	248,877.92	5.000	5.000	12/14/2023	348	None	577.53	0.12
Pacific Crest Savings Bank 2.85 3/13/2024	69417ACG2	3/13/2019	249,000.00	249,000.00	243,815.82	2.850	2.850	3/13/2024	438	None	349.96	0.12
Pacific Enterprise Bank 1.15 3/31/2025	694231AC5	3/31/2020	249,000.00	249,000.00	230,681.07	1.150	1.150	3/31/2025	821	None	0.00	0.12
Pathfinder Bank 0.7 3/11/2026	70320KAX9	3/11/2021	249,000.00	249,000.00	220,312.71	0.700	0.700	3/11/2026	1,166	None	95.51	0.12
Pentagon Federal Credit Union 0.9 9/29/2026	70962LAS1	9/29/2021	249,000.00	249,000.00	217,449.21	0.900	0.900	9/29/2026	1,368	None	12.28	0.12
Peoples Bank Newton NC 2 7/31/2024	710571DS6	8/1/2019	248,763.55	249,000.00	239,059.92	2.000	2.063	7/31/2024	578	None	0.00	0.12
Plains Commerce Bank 2.6 5/10/2024	72651LCJ1	5/10/2019	245,000.00	245,000.00	238,514.85	2.600	2.600	5/10/2024	496	None	890.05	0.11
Preferred Bank LA Calif 2 8/16/2024	740367HP5	8/16/2019	249,000.00	249,000.00	238,798.47	2.000	2.000	8/16/2024	594	None	204.66	0.12
Raymond James Bank, NA 2 8/23/2024	75472RAE1	8/23/2019	247,000.00	247,000.00	236,835.95	2.000	2.000	8/23/2024	601	None	1,759.45	0.12
Resource One Credit Union 1.9 11/27/2024	76124YAB2	2/4/2020	245,897.54	245,000.00	232,906.80	1.900	1.700	11/27/2024	697	None	382.60	0.11
Sallie Mae Bank/Salt Lake 2.75 4/10/2024	7954502D6	4/10/2019	245,000.00	245,000.00	239,338.05	2.750	2.750	4/10/2024	466	None	1,513.63	0.11
San Francisco FCU 1.1 3/27/2025	79772FAF3	3/27/2020	249,000.00	249,000.00	230,479.38	1.100	1.100	3/27/2025	817	None	30.02	0.12
Sharonview Federal Credit Union 3.5 8/16/2027	819866BL7	8/16/2022	249,000.00	249,000.00	237,645.60	3.500	3.500	8/16/2027	1,689	None	382.03	0.12
State Bank of India-Chicago IL 3.6 11/29/2023	856283G59	11/29/2018	245,000.00	245,000.00	242,799.90	3.600	3.600	11/29/2023	333	None	773.26	0.11
State Bank of Reeseville 2.6 4/12/2024	856487AM5	4/12/2019	249,000.00	249,000.00	242,712.75	2.600	2.600	4/12/2024	468	None	337.00	0.12
Sunset Science Park FCU 5 12/14/2023	86777TAA4	12/14/2022	248,000.00	248,000.00	248,877.92	5.000	5.000	12/14/2023	348	None	0.00	0.12
Synchrony Bank 1.45 4/17/2025	87165FZD9	4/17/2020	248,000.00	248,000.00	231,165.76	1.450	1.450	4/17/2025	838	None	738.90	0.12
The Farmers & Merchants Bank 3.2 8/5/2027	307811EM7	8/5/2022	249,000.00	249,000.00	234,625.23	3.200	3.200	8/5/2027	1,678	None	567.58	0.12
Third Federal Savings & Loan 1.95 11/25/2024	88413QCK2	11/25/2019	245,000.00	245,000.00	233,264.50	1.950	1.950	11/25/2024	695	None	471.21	0.11
Toyota Financial Savings Bank 0.9 4/22/2026	89235MKY6	4/22/2021	248,000.00	248,000.00	220,238.88	0.900	0.900	4/22/2026	1,208	None	428.05	0.12
Triad Bank/Frontenac MO 1.8 11/8/2024	89579NCB7	11/8/2019	249,000.00	249,000.00	236,582.37	1.800	1.800	11/8/2024	678	None	282.43	0.12
True Sky Credit Union 4.5 11/30/2027	89786MAH7	11/30/2022	244,000.00	244,000.00	242,938.60	4.500	4.500	11/30/2027	1,795	None	932.55	0.11
Trustone Financial 5 12/14/2023	89841MAM9	12/14/2022	248,000.00	248,000.00	248,877.92	5.000	5.000	12/14/2023	348	None	577.53	0.12
UBS Bank USA 3.45 10/24/2023	90348JEV8	10/24/2018	249,000.00	249,000.00	246,751.53	3.450	3.450	10/24/2023	297	None	164.75	0.12
United Community Bank 1.65 2/7/2025	90983WBT7	2/7/2020	249,000.00	249,000.00	234,299.04	1.650	1.650	2/7/2025	769	None	270.15	0.12
University of Iowa Community Credit Union 3 4/28/2	91435LAB3	4/30/2018	245,000.00	245,000.00	244,073.90	3.000	3.000	4/28/2023	118	None	604.11	0.11
USAlliance Federal Credit Union 3.45 8/26/2027	90352RCR4	8/26/2022	249,000.00	249,000.00	237,060.45	3.450	3.450	8/26/2027	1,699	None	117.68	0.12
Verus Bank of Commerce 2.8 2/22/2024	92535LCC6	2/22/2019	249,000.00	249,000.00	243,915.42	2.800	2.800	2/22/2024	418	None	171.91	0.12
VYSTAR Credit Union 4.45 9/30/2027	92891CCP5	9/30/2022	249,000.00	249,000.00	247,443.75	4.450	4.450	9/30/2027	1,734	None	910.73	0.12
Washington Federal Bank 2.05 8/23/2024	938828BJ8	8/23/2019	249,000.00	249,000.00	238,880.64	2.050	2.050	8/23/2024	601	None	111.88	0.12
Sub Total / Average CD Negotiable			29,473,880.05	29,475,000.00	28,457,372.77	2.725	2.727		778		79,458.18	13.81
Commercial Paper												
MUFG Bank LTD 0 3/10/2023	62479MQA4	6/16/2022	993,943.33	1,000,000.00	991,590.00	0.000	3.236	3/10/2023	69	Moody's-P1	0.00	0.47
MUFG Bank LTD 0 5/30/2023	62479MSW4	9/6/2022	983,625.00	1,000,000.00	980,160.00	0.000	4.048	5/30/2023	150	Moody's-P1	0.00	0.47
MUFG Bank LTD 0 7/14/2023	62479MUE1	10/19/2022	972,862.50	1,000,000.00	972,960.00	0.000	5.204	7/14/2023	195	Moody's-P1	0.00	0.47
Sub Total / Average Commercial Paper			2,950,430.83	3,000,000.00	2,944,710.00	0.000	4.162		138		0.00	1.41
Corporate Bonds												
3M Company 2 2/14/2025-25	88579YBH3	1/21/2022	505,300.36	500,000.00	473,545.00	2.000	1.487	2/14/2025	776	Moody's-A1	3,805.56	0.23
Apple Inc 0.7 2/8/2026-21	037833EB2	2/24/2021	498,190.90	500,000.00	443,790.00	0.700	0.819	2/8/2026	1,135	Moody's-Aaa	1,390.28	0.23
Apple Inc. 3.45 5/6/2024-14	037833AS9	5/6/2019	503,955.93	500,000.00	490,890.00	3.450	2.816	5/6/2024	492	Moody's-Aaa	2,635.42	0.23
Bank of New York Mellon 2.1 10/24/2024	06406RAL1	10/24/2019	499,956.45	500,000.00	476,675.00	2.100	2.105	10/24/2024	663	Moody's-A1	1,954.17	0.23
Bank of New York Mellon 3.5 4/28/2023	06406RAG2	4/30/2018	500,016.23	500,000.00	497,835.00	3.500	3.489	4/28/2023	118	Moody's-A1	3,062.50	0.23



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Description	CUSIP/Ticker	Settlement Date	Book Value	Face Amount/Shares	Market Value	Coupon Rate	YTM @ Cost	Maturity Date	Days To Maturity	Credit Rating 1	Accrued Interest	% of Portfolio
Citigroup Global Markets 2.75 6/16/2023	17330FUE9	5/16/2022	500,000.00	500,000.00	493,305.00	2.750	2.750	6/16/2023	167	S&P-A	572.92	0.23
John Deere Capital Corp 1.05 6/17/2026	24422EVR7	8/12/2021	499,276.57	500,000.00	443,705.00	1.050	1.093	6/17/2026	1,264	Moody's-A2	204.17	0.23
Johnson & Johnson 2.625 1/15/2025-17	478160CJ1	1/16/2020	507,110.55	500,000.00	481,845.00	2.625	1.892	1/15/2025	746	Moody's-Aaa	6,052.08	0.23
JP Morgan Chase Bank 1 9/14/2026-23	46632FSH9	9/14/2021	500,000.00	500,000.00	432,670.00	1.000	1.000	9/14/2026	1,353	Moody's-Aa2	1,486.11	0.23
JPMorgan Chase & Co 2.7 5/18/2023-23	46625HRL6	6/17/2022	498,854.81	500,000.00	495,780.00	2.700	3.317	5/18/2023	138	Moody's-A1	1,612.50	0.23
Microsoft Corp 2.7 2/12/2025-24	594918BB9	2/13/2020	510,043.77	500,000.00	480,335.00	2.700	1.707	2/12/2025	774	Moody's-Aaa	5,212.50	0.23
Pfizer Inc 0.8 5/28/2025-25	717081EX7	1/24/2022	491,210.00	500,000.00	457,890.00	0.800	1.551	5/28/2025	879	Moody's-A1	366.67	0.23
Proctor & Gamble Co. 1.9 2/1/2027	742718FV6	2/2/2022	500,486.76	500,000.00	454,460.00	1.900	1.875	2/1/2027	1,493	Moody's-Aa3	3,958.33	0.23
Toyota Motor Credit Corp 1.125 6/18/2026	89236TJK2	7/23/2021	500,840.51	500,000.00	441,730.00	1.125	1.075	6/18/2026	1,265	Moody's-A1	203.12	0.23
Toyota Motor Credit Corp 3.35 1/5/2024	89236TFS9	2/12/2019	501,357.49	500,000.00	493,380.00	3.350	3.059	1/5/2024	370	Moody's-A1	8,049.31	0.23
Toyota Motor Credit Corp 3.45 9/20/2023-18	89236TFN0	10/3/2018	499,886.42	500,000.00	494,360.00	3.450	3.484	9/20/2023	263	Moody's-A1	4,887.50	0.23
United Parcel Service 2.5 4/1/2023-23	911312BK1	4/5/2018	499,262.06	500,000.00	496,975.00	2.500	3.145	4/1/2023	91	Moody's-A2	3,125.00	0.23
US Bancorp 1.45 5/12/2025	91159HHZ6	2/12/2021	509,142.69	500,000.00	463,605.00	1.450	0.665	5/12/2025	863	Moody's-A2	986.81	0.23
US Bank NA 2.05 1/21/2025	90331HPL1	4/20/2022	490,859.50	500,000.00	473,155.00	2.050	2.982	1/21/2025	752	Moody's-A1	4,555.56	0.23
US Bank NA 3.4 7/24/2023-23	90331HNV1	8/1/2018	499,877.09	500,000.00	495,435.00	3.400	3.448	7/24/2023	205	S&P-AA-	7,413.89	0.23
Sub Total / Average Corporate Bonds			10,015,628.09	10,000,000.00	9,481,365.00	2.230	2.188		690		61,534.40	4.69
Municipal Bonds												
Alvord Unified School Dist 1.327 8/1/2026	022555WU6	8/5/2022	650,638.03	700,000.00	620,571.00	1.327	3.450	8/1/2026	1,309	S&P-AA	3,870.42	0.33
Belmont-Redwood Shores Sch Dist 1.099 8/1/2026	080495HP2	8/4/2021	210,000.00	210,000.00	184,915.50	1.099	1.099	8/1/2026	1,309	Moody's-Aa1	961.63	0.10
Beverly Hills USD 2.65 8/1/2025	088023PK6	7/18/2022	490,266.59	500,000.00	475,440.00	2.650	3.451	8/1/2025	944	Moody's-Aa1	5,520.83	0.23
Bonita Unified School District 0.58 8/1/2024	098203VV1	4/15/2021	250,000.00	250,000.00	234,020.00	0.580	0.580	8/1/2024	579	S&P-AA-	604.17	0.12
Bonita Unified School District 1.054 8/1/2025	098203VV9	4/15/2021	250,000.00	250,000.00	226,737.50	1.054	1.054	8/1/2025	944	S&P-AA-	1,097.92	0.12
California Health Facilities Financing Authority 3	13032UC48	6/1/2022	492,818.35	500,000.00	467,560.00	3.244	3.602	6/1/2027	1,613	Moody's-Aa3	1,351.67	0.23
California State University 1.361 11/1/2027	13077DQF2	11/1/2022	573,078.64	685,000.00	579,996.35	1.361	5.246	11/1/2027	1,766	Moody's-Aa2	1,553.81	0.32
Citrus Community College GO 0.819 8/1/2025	17741RGC6	8/4/2020	350,000.00	350,000.00	316,939.00	0.819	0.819	8/1/2025	944	Moody's-Aa1	1,194.38	0.16
City of Glendora CA POB 1.898 6/1/2024	378612AE5	9/5/2019	500,000.00	500,000.00	480,280.00	1.898	1.898	6/1/2024	518	S&P-AAA	790.83	0.23
County of Alameda 3.46 8/1/2027	010878BF2	8/24/2022	500,000.00	500,000.00	474,145.00	3.460	3.460	8/1/2027	1,674	S&P-AAA	6,103.06	0.23
Desert Sands Unified School District 1.544 8/1/202	250433TY5	5/22/2020	306,142.33	305,000.00	289,847.60	1.544	1.300	8/1/2024	579	Moody's-Aa2	1,962.17	0.14
East Side Union High School District 1.331 8/1/202	275282PT2	8/16/2021	504,893.39	500,000.00	443,040.00	1.331	1.050	8/1/2026	1,309	Moody's-Aa3	2,772.92	0.23
Fremont Unified School District 1.113 8/1/2027	357155BA7	8/23/2022	265,447.30	300,000.00	251,448.00	1.113	3.900	8/1/2027	1,674	Moody's-Aa2	1,391.25	0.14
Hawaiian Gardens Redevel 2.714 12/1/2023	41987YAV8	4/29/2019	500,249.70	500,000.00	490,100.00	2.714	2.655	12/1/2023	335	S&P-AA	1,130.83	0.23
Imperial Community College District 2.024 8/1/2023	452641JN4	10/16/2019	500,000.00	500,000.00	492,060.00	2.024	2.024	8/1/2023	213	S&P-AA	4,216.67	0.23
Long Beach Community College Dist 2 5/1/2025	542411N22	3/25/2021	277,080.87	270,000.00	254,480.40	2.000	0.853	5/1/2025	852	Moody's-Aa2	900.00	0.13
Los Angeles CA Muni Impt CorpLease 0.683 11/1/2024	5445872S6	3/10/2021	500,569.24	500,000.00	464,600.00	0.683	0.620	11/1/2024	671	S&P-AA-	569.17	0.23
Menlo Park City School Dist 1.928 7/1/2024	586840NA4	10/8/2019	500,000.00	500,000.00	481,400.00	1.928	1.928	7/1/2024	548	Moody's-Aaa	4,820.00	0.23
Milpitas USD 0.943 8/1/2025	601670MH2	7/18/2022	657,321.85	700,000.00	636,958.00	0.943	3.450	8/1/2025	944	Moody's-Aa1	2,750.42	0.33
Napa Valley Unified School District 1.094 8/1/2026	630362ER8	8/17/2021	501,460.87	500,000.00	438,685.00	1.094	1.010	8/1/2026	1,309	Moody's-Aa3	2,279.17	0.23
Pasadena USD 2.073 5/1/2026	702282QD9	10/1/2021	515,974.49	500,000.00	456,095.00	2.073	1.088	5/1/2026	1,217	Moody's-Aa3	1,727.50	0.23
Rancho Cucamonga CA Public Finance Authority 3 5/1	75213EAY0	2/14/2019	449,991.85	450,000.00	447,367.50	3.000	3.004	5/1/2023	121	S&P-AA	2,250.00	0.21
Rancho Santiago CCD 0.956 9/1/2026	752147HK7	7/19/2022	661,984.83	725,000.00	633,236.75	0.956	3.524	9/1/2026	1,340	Moody's-Aa2	2,310.33	0.34
Rancho Santiago Community College GO 0.734 9/2/202	752147HU0	9/2/2020	500,000.00	500,000.00	450,645.00	0.734	0.734	9/2/2025	976	Moody's-Aa2	1,223.33	0.23
Riverside County Ca Inf Fing Authority 1.766 11/1/	76913DFY8	11/4/2022	424,477.59	500,000.00	428,640.00	1.766	5.368	11/1/2027	1,766	S&P-AA-	1,471.67	0.23
Rosemead School District 2.042 8/1/2024	777526MP6	10/9/2019	350,000.00	350,000.00	336,063.00	2.042	2.042	8/1/2024	579	Moody's-Aa3	2,977.92	0.16
Saddleback Valley School Dist 2.4 8/1/2027	786318LF0	8/10/2022	478,911.47	500,000.00	448,885.00	2.400	3.408	8/1/2027	1,674	Moody's-Aa1	5,000.00	0.23
San Bernardino Ca Cmnty CLG Dist 1.097 8/1/2026	796720PB0	8/5/2021	250,000.00	250,000.00	219,697.50	1.097	1.097	8/1/2026	1,309	Moody's-Aa1	1,142.71	0.12
San Bernardino City USD 0.984 8/1/2024	796711G86	10/6/2020	335,959.40	335,000.00	316,176.35	0.984	0.800	8/1/2024	579	Moody's-A1	1,373.50	0.16
San Bernardino Community College District 2.044 8/	796720MG2	12/12/2019	250,000.00	250,000.00	239,817.50	2.044	2.044	8/1/2024	579	Moody's-Aa1	2,129.17	0.12
San Diego Community College Dist 2.407 8/1/2027	797272QS3	8/8/2022	964,670.23	1,000,000.00	902,870.00	2.407	3.248	8/1/2027	1,674	Moody's-Aaa	10,029.17	0.47
San Diego Public Facs Fing Auth Wtr Rev 2.003 8/1/	79730CJL9	8/25/2022	465,660.70	500,000.00	440,205.00	2.003	3.654	8/1/2027	1,674	Moody's-Aa2	4,172.92	0.23
San Dieguito UHSD 1.94 8/1/2027	797508HG6	8/15/2022	358,896.73	385,000.00	340,736.55	1.940	3.567	8/1/2027	1,674	Moody's-Aa1	3,112.08	0.18



Mono County Portfolio Holdings by Security Sector As of December 31, 2022

Description	CUSIP/Ticker	Settlement Date	Book Value	Face Amount/Shares	Market Value	Coupon Rate	YTM @ Cost	Maturity Date	Days To Maturity	Credit Rating 1	Accrued Interest	% of Portfolio
San Jose Evergreen Community College Dist 1.908 8/	798189PW0	10/1/2019	250,000.00	250,000.00	239,725.00	1.908	1.908	8/1/2024	579	Moody's-Aa1	1,987.50	0.12
San Jose RDA Successor Agency 2.828 8/1/2023	798170AF3	1/11/2019	304,715.22	305,000.00	301,666.35	2.828	3.000	8/1/2023	213	S&P-AA	3,593.92	0.14
Southwestern Community College GO 0.891 8/1/2025	845389JH9	8/5/2020	501,277.15	500,000.00	453,180.00	0.891	0.790	8/1/2025	944	Moody's-Aa2	1,856.25	0.23
State of California 3 4/1/2024	13063DLZ9	4/4/2019	502,803.63	500,000.00	491,175.00	3.000	2.520	4/1/2024	457	Moody's-Aa2	3,750.00	0.23
University of California 0.985 5/15/2025	91412HKZ5	3/10/2021	500,983.96	500,000.00	457,065.00	0.985	0.900	5/15/2025	866	Moody's-Aa3	629.31	0.23
University of California 3.466 5/15/2024-18	91412HBL6	7/9/2019	508,650.17	500,000.00	492,035.00	3.466	2.131	5/15/2024	501	Moody's-Aa2	2,214.39	0.23
University of California 3.638 5/15/2024	91412GVB8	3/8/2021	474,072.63	455,000.00	448,771.05	3.638	0.550	5/15/2024	501	Moody's-Aa2	2,115.09	0.21
West Contra Costa USD 2.077 8/1/2026	9523472G6	9/23/2021	502,882.21	485,000.00	440,748.60	2.077	1.020	8/1/2026	1,309	Moody's-A1	4,197.27	0.23
Sub Total / Average Municipal Bonds			18,331,879.42	18,760,000.00	17,288,024.50	1.865	2.384		1,043		105,105.35	8.79
US Agency												
FAMC 3.03 8/7/2023	31422XA77	7/7/2022	1,000,000.00	1,000,000.00	990,750.00	3.030	3.030	8/7/2023	219	None	12,120.00	0.47
FAMC 4.72 10/24/2023	31422XN32	10/24/2022	1,000,000.00	1,000,000.00	999,600.00	4.720	4.720	10/24/2023	297	None	8,784.44	0.47
FFCB 0.31 12/29/2023-21	3133EMN81	10/14/2021	998,937.54	1,000,000.00	956,020.00	0.310	0.417	12/29/2023	363	Moody's-Aaa	17.22	0.47
FFCB 0.33 4/5/2024-22	3133EMVD1	4/5/2021	999,369.07	1,000,000.00	943,270.00	0.330	0.380	4/5/2024	461	Moody's-Aaa	788.33	0.47
FFCB 0.52 10/14/2025-21	3133EMCP5	10/14/2020	999,303.12	1,000,000.00	895,980.00	0.520	0.545	10/14/2025	1,018	Moody's-Aaa	1,112.22	0.47
FFCB 0.53 10/22/2025-21	3133EMEC2	11/6/2020	998,866.92	1,000,000.00	895,670.00	0.530	0.571	10/22/2025	1,026	Moody's-Aaa	1,015.83	0.47
FFCB 0.68 6/10/2025-22	3133ELH80	6/26/2020	1,000,000.00	1,000,000.00	906,930.00	0.680	0.680	6/10/2025	892	Moody's-Aaa	396.67	0.47
FFCB 1.27 11/16/2026-23	3133ENEF3	11/16/2021	1,000,000.00	1,000,000.00	887,790.00	1.270	1.270	11/16/2026	1,416	Moody's-Aaa	1,587.50	0.47
FFCB 1.32 6/1/2026	3133ENGC8	12/1/2021	1,000,000.00	1,000,000.00	907,750.00	1.320	1.320	6/1/2026	1,248	Moody's-Aaa	1,100.00	0.47
FFCB 1.5 10/16/2024	3133EK3B0	10/18/2019	996,683.73	1,000,000.00	948,990.00	1.500	1.694	10/16/2024	655	Moody's-Aaa	3,125.00	0.47
FFCB 2.18 2/16/2027-24	3133ENPB0	2/16/2022	1,000,000.00	1,000,000.00	914,590.00	2.180	2.180	2/16/2027	1,508	Moody's-Aaa	8,175.00	0.47
FFCB 2.35 1/17/2023	3133EH7F4	1/17/2018	999,997.86	1,000,000.00	999,150.00	2.350	2.355	1/17/2023	17	Moody's-Aaa	10,705.56	0.47
FFCB 2.7 4/11/2023	3133EJKN8	4/11/2018	999,955.55	1,000,000.00	995,600.00	2.700	2.717	4/11/2023	101	Moody's-Aaa	6,000.00	0.47
FFCB 2.875 4/26/2027	3133ENV9	4/26/2022	993,868.18	1,000,000.00	951,970.00	2.875	3.029	4/26/2027	1,577	Moody's-Aaa	5,190.97	0.47
FFCB 3.05 10/2/2023	3133EJD48	10/17/2018	999,495.02	1,000,000.00	986,700.00	3.050	3.123	10/2/2023	275	Moody's-Aaa	7,540.28	0.47
FFCB 3.05 7/19/2027	3133ENB33	7/19/2022	1,000,000.00	1,000,000.00	956,860.00	3.050	3.050	7/19/2027	1,661	Moody's-Aaa	13,725.00	0.47
FFCB 3.15 8/8/2023-22	3133ENF21	10/25/2022	991,284.32	1,000,000.00	989,680.00	3.150	4.634	8/8/2023	220	Moody's-Aaa	12,512.50	0.47
FFCB 3.17 1/26/2024	3133EJM48	2/4/2019	1,005,066.36	1,000,000.00	983,000.00	3.170	2.662	1/26/2024	391	Moody's-Aaa	13,648.61	0.47
FFCB 3.33 4/12/2027-23	3133ENUH1	4/12/2022	1,000,000.00	1,000,000.00	952,860.00	3.330	3.330	4/12/2027	1,563	Moody's-Aaa	7,307.50	0.47
FFCB 4 11/29/2027	3133EN3H1	11/29/2022	996,787.31	1,000,000.00	997,480.00	4.000	4.073	11/29/2027	1,794	Moody's-Aaa	3,555.56	0.47
FFCB 4.125 10/14/2027	3133ENS50	10/14/2022	996,008.13	1,000,000.00	1,001,340.00	4.125	4.218	10/14/2027	1,748	Moody's-Aaa	8,822.92	0.47
FFCB 4.5 10/19/2023	3133ENU57	10/19/2022	999,456.00	1,000,000.00	998,510.00	4.500	4.570	10/19/2023	292	Moody's-Aaa	9,000.00	0.47
FHLB 0 1/5/2023	313384AE9	10/4/2022	999,515.97	1,000,000.00	999,760.00	0.000	3.517	1/5/2023	5	Moody's-Aaa	0.00	0.47
FHLB 0 3/15/2023	313384DB2	8/2/2022	994,347.22	1,000,000.00	991,450.00	0.000	2.798	3/15/2023	74	Moody's-P1	0.00	0.47
FHLB 0 3/27/2023	313384DP1	11/30/2022	989,500.83	1,000,000.00	990,010.00	0.000	4.459	3/27/2023	86	Moody's-Aaa	0.00	0.47
FHLB 0 6/26/2023	313384HJ1	10/25/2022	978,465.00	1,000,000.00	978,410.00	0.000	4.514	6/26/2023	177	Moody's-Aaa	0.00	0.47
FHLB 0.125 9/8/2023	3130AP6Q3	10/28/2021	997,622.43	1,000,000.00	969,150.00	0.125	0.473	9/8/2023	251	Moody's-Aaa	392.36	0.47
FHLB 0.5 1/26/2026-21	3130AKMD5	1/26/2021	999,235.00	1,000,000.00	885,850.00	0.500	0.525	1/26/2026	1,122	Moody's-Aaa	2,152.78	0.47
FHLB 0.51 11/18/2024-22	3130ANFJ4	8/18/2021	1,000,000.00	1,000,000.00	923,020.00	0.510	0.510	11/18/2024	688	Moody's-Aaa	609.17	0.47
FHLB 0.6 1/28/2026-21	3130AKPC4	1/28/2021	1,000,000.00	1,000,000.00	888,490.00	0.600	0.600	1/28/2026	1,124	Moody's-Aaa	2,550.00	0.47
FHLB 0.7 3/24/2025-21	3130ALN34	3/24/2021	1,000,000.00	1,000,000.00	915,560.00	0.700	0.700	3/24/2025	814	Moody's-Aaa	1,886.11	0.47
FHLB 0.8 12/22/2023-22	3130AQAF0	12/22/2021	1,000,000.00	1,000,000.00	959,160.00	0.800	0.800	12/22/2023	356	Moody's-Aaa	200.00	0.47
FHLB 1.05 4/15/2026-21	3130ALU51	4/15/2021	1,000,000.00	1,000,000.00	895,440.00	1.050	1.050	4/15/2026	1,201	Moody's-Aaa	2,216.67	0.47
FHLB 1.05 7/29/2026-24	3130ANCA6	7/29/2021	1,000,000.00	1,000,000.00	888,660.00	1.050	1.050	7/29/2026	1,306	Moody's-Aaa	4,433.33	0.47
FHLB 1.15 12/10/2024-22	3130AQ3F8	4/18/2022	970,997.93	1,000,000.00	935,650.00	1.150	2.708	12/10/2024	710	Moody's-Aaa	670.83	0.47
FHLB 1.15 4/29/2026-21	3130ALXJ8	4/29/2021	1,000,000.00	1,000,000.00	897,430.00	1.150	1.150	4/29/2026	1,215	Moody's-Aaa	1,980.56	0.47
FHLB 1.375 10/28/2026-22	3130APL78	10/28/2021	1,000,000.00	1,000,000.00	892,400.00	1.375	1.375	10/28/2026	1,397	Moody's-Aaa	2,406.25	0.47
FHLB 1.54 1/25/2027-23	3130AQHZ9	1/25/2022	1,000,000.00	1,000,000.00	892,550.00	1.540	1.540	1/25/2027	1,486	Moody's-Aaa	6,673.33	0.47
FHLB 1.6 1/27/2027-23	3130AQKF9	1/27/2022	1,000,000.00	1,000,000.00	894,520.00	1.600	1.600	1/27/2027	1,488	Moody's-Aaa	6,844.44	0.47
FHLB 1.875 3/8/2024	3130A7PH2	10/27/2021	1,014,812.67	1,000,000.00	966,090.00	1.875	0.615	3/8/2024	433	Moody's-Aaa	5,885.42	0.47



Mono County Portfolio Holdings by Security Sector As of December 31, 2022

Description	CUSIP/Ticker	Settlement Date	Book Value	Face Amount/Shares	Market Value	Coupon Rate	YTM @ Cost	Maturity Date	Days To Maturity	Credit Rating 1	Accrued Interest	% of Portfolio
FHLB 2.875 6/13/2025	3130A5R35	7/21/2020	798,676.48	755,000.00	728,076.70	2.875	0.483	6/13/2025	895	Moody's-Aaa	1,085.31	0.35
FHLB 3.125 7/21/2023	3130ASRU5	7/21/2022	1,000,000.00	1,000,000.00	992,220.00	3.125	3.125	7/21/2023	202	Moody's-Aaa	13,888.89	0.47
FHLB 3.25 6/9/2023	313383QR5	2/4/2019	451,144.01	450,000.00	447,588.00	3.250	2.632	6/9/2023	160	Moody's-Aaa	893.75	0.21
FHLB 3.375 12/8/2023	3130A0F70	10/4/2022	991,720.42	1,000,000.00	985,610.00	3.375	4.287	12/8/2023	342	Moody's-Aaa	2,156.25	0.47
FHLB 3.5 12/8/2023	3130AT7D3	9/1/2022	999,157.93	1,000,000.00	987,280.00	3.500	3.596	12/8/2023	342	Moody's-Aaa	2,236.11	0.47
FHLB 4 5/26/2027-22	3130ARYA3	5/26/2022	1,000,000.00	1,000,000.00	962,460.00	4.000	4.000	5/26/2027	1,607	Moody's-Aaa	3,888.89	0.47
FHLB 4.5 7/26/2027-24	3130ASLA5	7/26/2022	1,000,000.00	1,000,000.00	976,760.00	4.500	4.500	7/26/2027	1,668	Moody's-Aaa	19,375.00	0.47
FHLB 4.75 3/8/2024	3130ATUQ8	11/30/2022	999,197.46	1,000,000.00	998,180.00	4.750	4.823	3/8/2024	433	Moody's-Aaa	7,520.83	0.47
FHLB Step 1/26/2026-23	3130AQJ20	2/11/2022	886,841.15	900,000.00	828,450.00	0.750	1.998	1/26/2026	1,122	Moody's-Aaa	2,906.25	0.42
FHLMC 0.25 6/26/2023	3137EAES4	11/2/2021	999,310.85	1,000,000.00	979,360.00	0.250	0.392	6/26/2023	177	Moody's-Aaa	34.72	0.47
FHLMC 0.25 9/8/2023	3137EAEW5	3/14/2022	990,847.51	1,000,000.00	969,910.00	0.250	1.606	9/8/2023	251	Moody's-Aaa	784.72	0.47
FHLMC 0.53 10/28/2025-22	3134GWYZ3	10/28/2020	1,000,000.00	1,000,000.00	895,800.00	0.530	0.530	10/28/2025	1,032	Moody's-Aaa	927.50	0.47
FHLMC 0.57 10/8/2025-21	3134GWVY26	10/8/2020	1,000,000.00	1,000,000.00	898,520.00	0.570	0.570	10/8/2025	1,012	Moody's-Aaa	1,314.17	0.47
FHLMC 0.6 7/22/2025-22	3134GV5V6	7/22/2020	1,000,000.00	1,000,000.00	909,100.00	0.600	0.600	7/22/2025	934	Moody's-Aaa	2,650.00	0.47
FHLMC 3.55 7/26/2024-23	3134GXG40	7/29/2022	1,000,000.00	1,000,000.00	984,710.00	3.550	3.550	7/26/2024	573	Moody's-Aaa	14,988.89	0.47
FNMA 0.55 1/28/2026-21	3135G06R9	1/28/2021	1,000,000.00	1,000,000.00	888,430.00	0.550	0.550	1/28/2026	1,124	Moody's-Aaa	2,337.50	0.47
FNMA 0.625 7/14/2025-22	3136G4YL1	7/14/2020	1,000,000.00	1,000,000.00	905,860.00	0.625	0.625	7/14/2025	926	Moody's-Aaa	2,899.31	0.47
FNMA 0.7 7/24/2025-22	3136G4YE7	7/24/2020	1,000,000.00	1,000,000.00	906,900.00	0.700	0.700	7/24/2025	936	Moody's-Aaa	3,052.78	0.47
FNMA 0.74 6/30/2025-21	3136G4XZ1	6/30/2020	795,000.00	795,000.00	723,163.80	0.740	0.740	6/30/2025	912	Moody's-Aaa	0.00	0.37
FNMA 2.375 1/19/2023	3135G0T94	1/23/2018	999,941.71	1,000,000.00	999,150.00	2.375	2.495	1/19/2023	19	Moody's-Aaa	10,687.50	0.47
FNMA 2.875 9/12/2023	3135G0U43	6/28/2022	999,069.05	1,000,000.00	987,150.00	2.875	3.010	9/12/2023	255	Moody's-Aaa	8,704.86	0.47
Sub Total / Average US Agency			59,830,482.73	59,900,000.00	56,778,768.50	1.799	2.128		784		277,465.59	28.07
US Treasury												
T-Note 0.125 3/31/2023	91282CBU4	3/15/2022	997,093.38	1,000,000.00	989,760.00	0.125	1.316	3/31/2023	90	Moody's-Aaa	315.93	0.47
T-Note 0.125 3/31/2023	91282CBU4	3/18/2022	997,085.71	1,000,000.00	989,760.00	0.125	1.319	3/31/2023	90	Moody's-Aaa	315.93	0.47
T-Note 0.125 6/30/2023	91282CCK5	3/22/2022	992,336.69	1,000,000.00	977,810.00	0.125	1.691	6/30/2023	181	Moody's-Aaa	0.00	0.47
T-Note 0.375 12/31/2025	91282CBC4	10/22/2021	979,785.56	1,000,000.00	893,710.00	0.375	1.066	12/31/2025	1,096	Moody's-Aaa	0.00	0.47
T-Note 0.5 2/28/2026	91282CBQ3	3/1/2021	990,441.19	1,000,000.00	891,060.00	0.500	0.809	2/28/2026	1,155	Moody's-Aaa	1,685.08	0.47
T-Note 0.5 4/30/2027	912828ZN3	5/3/2022	900,130.54	1,000,000.00	861,060.00	0.500	3.001	4/30/2027	1,581	Moody's-Aaa	842.54	0.47
T-Note 0.75 5/31/2026	91282CCF6	6/4/2021	997,329.43	1,000,000.00	891,840.00	0.750	0.830	5/31/2026	1,247	Moody's-Aaa	638.74	0.47
T-Note 1.125 10/31/2026	91282CDG3	11/2/2021	997,031.76	1,000,000.00	894,410.00	1.125	1.205	10/31/2026	1,400	Moody's-Aaa	1,895.72	0.47
T-Note 1.125 10/31/2026	91282CDG3	11/15/2021	996,376.31	1,000,000.00	894,410.00	1.125	1.223	10/31/2026	1,400	Moody's-Aaa	1,895.72	0.47
T-Note 1.5 1/31/2027	912828Z78	1/31/2022	993,616.51	1,000,000.00	902,850.00	1.500	1.664	1/31/2027	1,492	Moody's-Aaa	6,236.41	0.47
T-Note 1.5 9/30/2024	912828YH7	3/23/2022	987,330.02	1,000,000.00	949,570.00	1.500	2.250	9/30/2024	639	Moody's-Aaa	3,791.21	0.47
T-Note 1.625 9/30/2026	912828YG9	9/30/2021	1,023,751.09	1,000,000.00	914,920.00	1.625	0.974	9/30/2026	1,369	Moody's-Aaa	4,107.14	0.47
T-Note 1.75 6/30/2024	9128286Z8	4/7/2022	987,835.12	1,000,000.00	958,280.00	1.750	2.590	6/30/2024	547	Moody's-Aaa	0.00	0.47
T-Note 2 11/15/2026	912828U24	11/15/2021	1,029,574.01	1,000,000.00	924,570.00	2.000	1.211	11/15/2026	1,415	Moody's-Aaa	2,541.44	0.47
T-Note 2.125 3/31/2024	912828W71	4/19/2022	996,042.02	1,000,000.00	968,750.00	2.125	2.452	3/31/2024	456	Moody's-Aaa	5,370.88	0.47
Sub Total / Average US Treasury			14,865,759.34	15,000,000.00	13,902,760.00	1.017	1.573		944		29,636.74	7.03
Total / Average			212,710,486.66	213,377,426.20	206,095,426.97	2.495	2.729		520		553,200.26	100.00



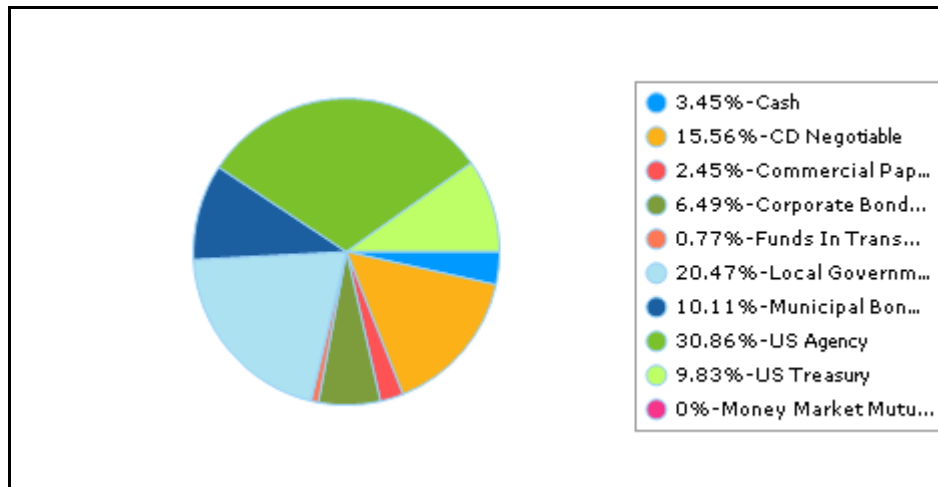
Mono County Distribution by Asset Category - Market Value Investment Portfolio

Begin Date: 9/30/2022, End Date: 12/31/2022

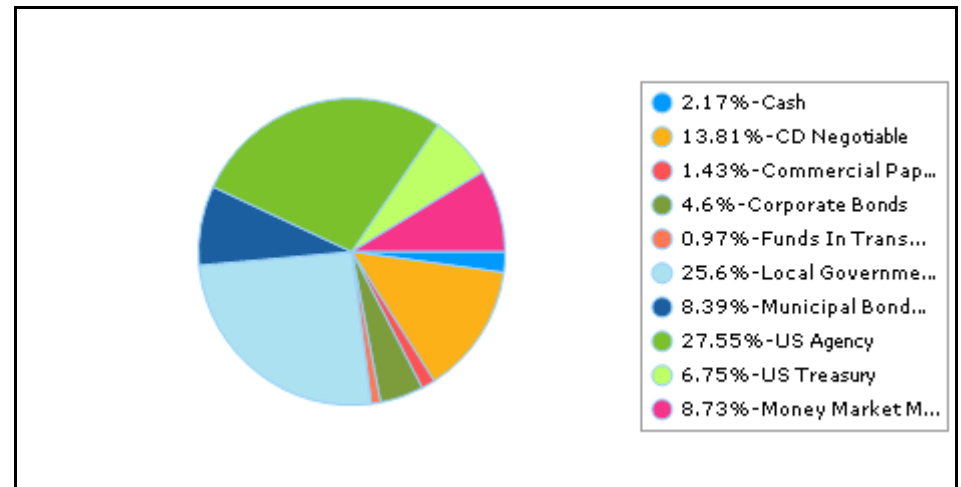
Asset Category Allocation

Asset Category	Market Value 9/30/2022	% of Portfolio 9/30/2022	Market Value 12/31/2022	% of Portfolio 12/31/2022
Cash	5,539,490.56	3.45	4,479,051.28	2.17
CD Negotiable	24,996,098.37	15.56	28,457,372.77	13.81
Commercial Paper	3,940,900.00	2.45	2,944,710.00	1.43
Corporate Bonds	10,433,835.00	6.49	9,481,365.00	4.60
Funds In Transit	1,245,000.00	0.77	2,000,000.00	0.97
Local Government Investment Pools	32,892,824.32	20.47	52,763,374.92	25.60
Municipal Bonds	16,253,684.80	10.11	17,288,024.50	8.39
US Agency	49,596,587.95	30.86	56,778,768.50	27.55
US Treasury	15,792,490.00	9.83	13,902,760.00	6.75
Money Market Mutual Funds	0.00	0.00	18,000,000.00	8.73
Total / Average	160,690,911.00	100.00	206,095,426.97	100.00

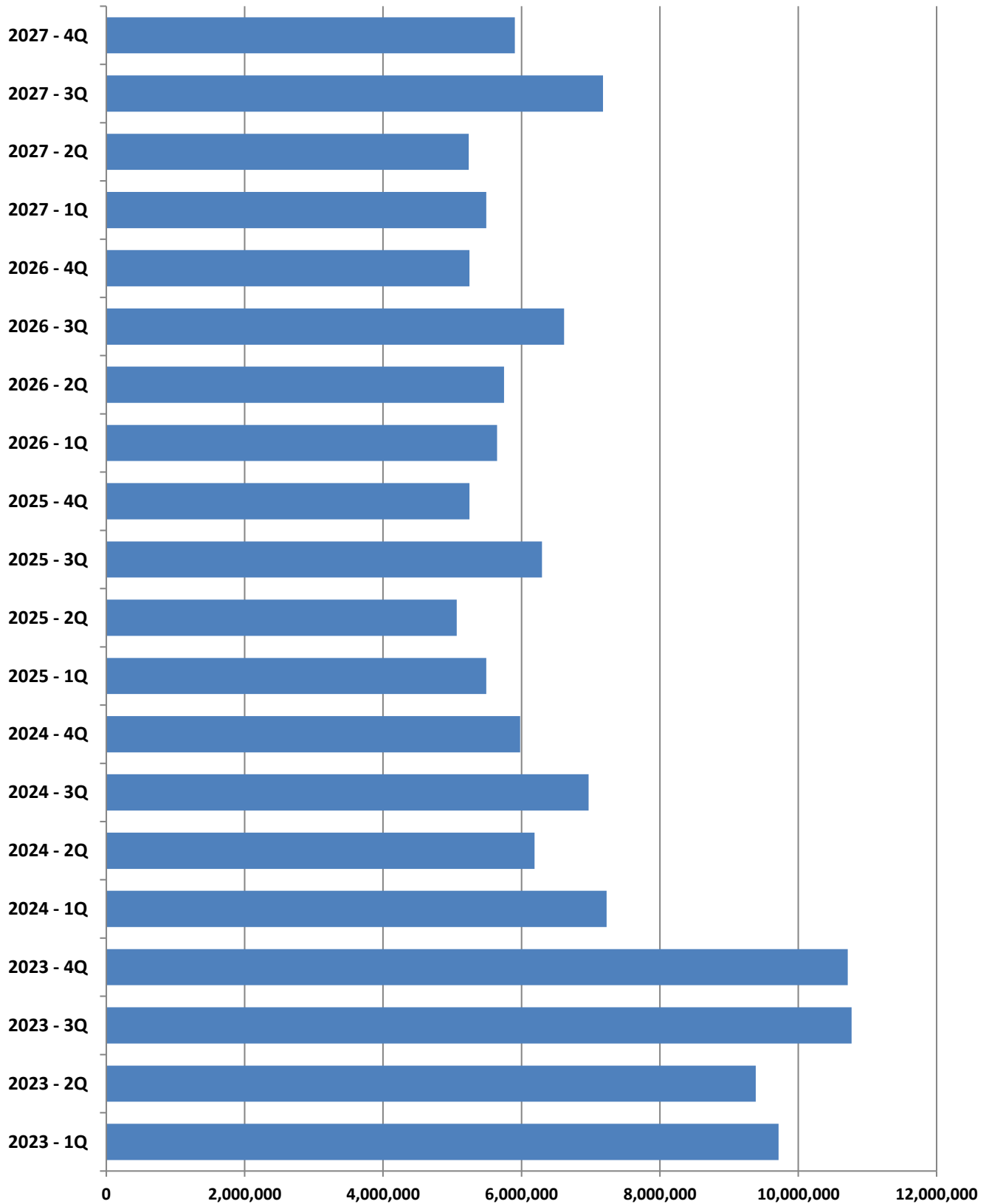
Portfolio Holdings as of 9/30/2022



Portfolio Holdings as of 12/31/2022

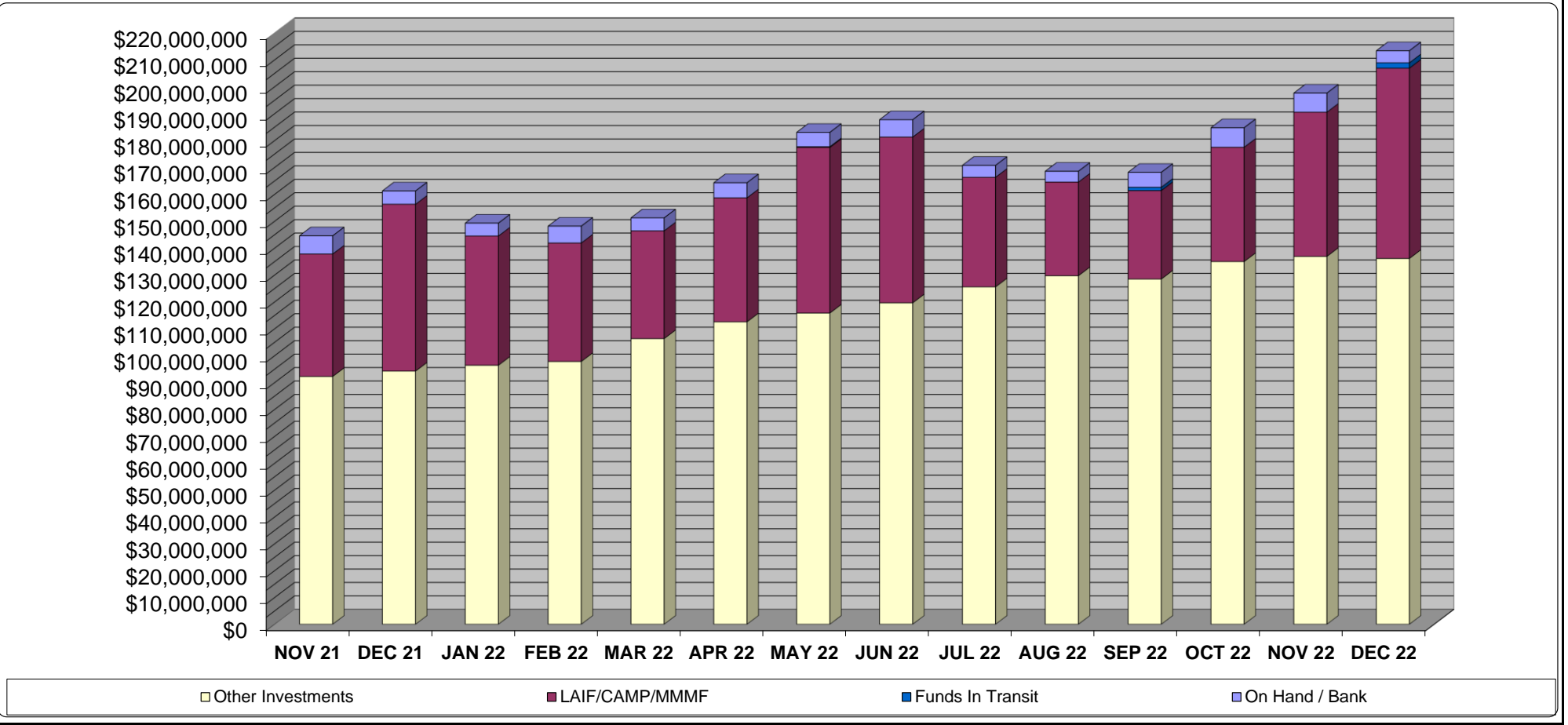


Maturity Distribution As of 12/31/2022



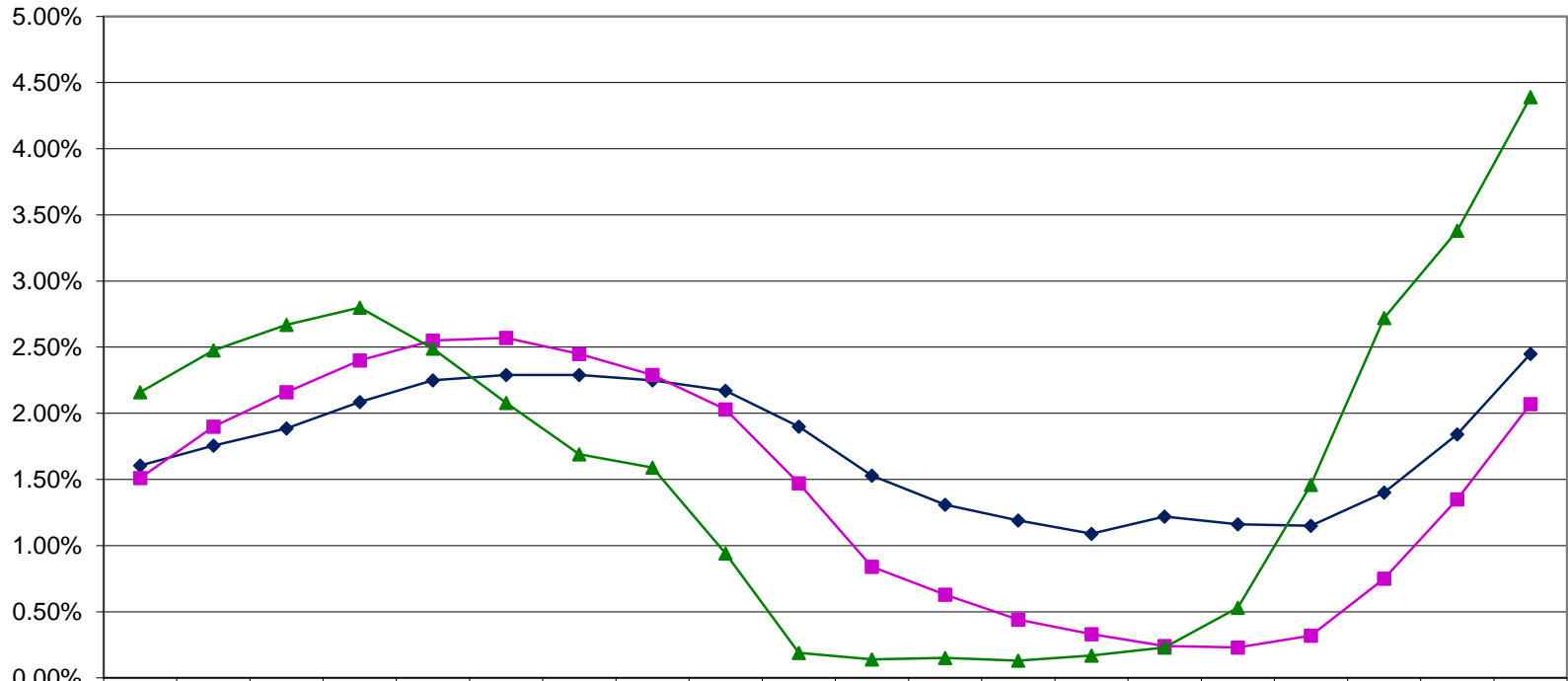
TREASURY CASH BALANCES AS OF THE LAST DAY OF THE MOST RECENT 14 MONTHS

	NOV 21	DEC 21	JAN 22	FEB 22	MAR 22	APR 22	MAY 22	JUN 22	JUL 22	AUG 22	SEP 22	OCT 22	NOV 22	DEC 22
On Hand / Bank	\$6,767,799	\$4,938,976	\$4,782,729	\$6,264,058	\$4,831,934	\$5,611,677	\$5,328,565	\$6,447,738	\$4,432,438	\$4,017,732	\$5,539,491	\$7,255,401	\$7,099,501	\$4,479,051
Funds In Transit							\$245,000				\$1,245,000			\$2,000,000
LAIF/CAMP/MMMF	\$45,541,492	\$62,041,492	\$48,068,874	\$44,068,874	\$40,068,874	\$46,108,851	\$61,608,851	\$61,642,662	\$40,757,363	\$34,821,908	\$32,892,824	\$42,507,595	\$53,623,115	\$70,763,375
Other Investments	\$92,263,000	\$94,263,000	\$96,433,000	\$97,831,000	\$106,333,000	\$112,579,000	\$115,836,001	\$119,645,000	\$125,570,000	\$129,724,000	\$128,481,000	\$134,991,000	\$136,904,000	\$136,135,000
TOTAL	\$144,572,291	\$161,243,468	\$149,284,603	\$148,163,932	\$151,233,808	\$164,299,528	\$183,018,417	\$187,735,400	\$170,759,801	\$168,563,640	\$168,158,315	\$184,753,996	\$197,626,616	\$213,377,426



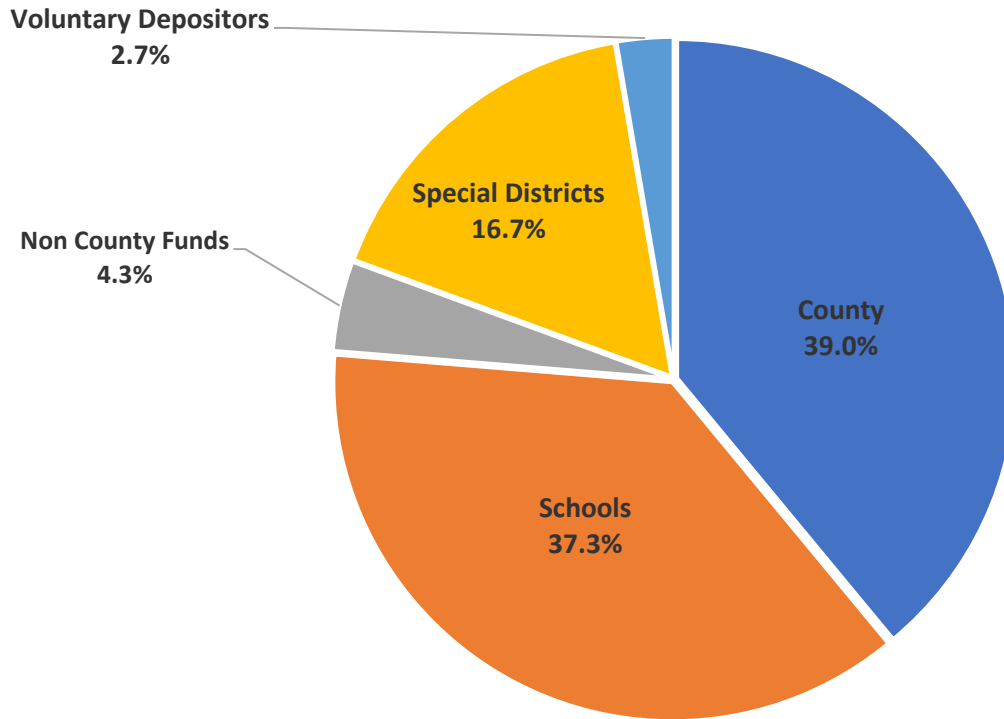
MATURITIES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
Calendar Year 2023	\$3,490,000.00	\$735,000.00	\$5,490,000.00	\$2,490,000.00	\$2,697,000.00	\$4,199,000.00	\$2,747,000.00	\$3,786,000.00	\$4,239,000.00	\$3,743,000.00	\$1,482,000.00	\$5,492,000.00	\$40,590,000.00
Calendar Year 2024	\$2,243,000.00	\$1,740,000.00	\$3,249,000.00	\$2,492,000.00	\$1,949,000.00	\$1,749,000.00	\$1,996,000.00	\$3,724,000.00	\$1,249,000.00	\$2,494,000.00	\$2,488,000.00	\$1,000,000.00	\$26,373,000.00
Calendar Year 2025	\$1,249,000.00	\$1,996,000.00	\$2,245,000.00	\$745,000.00	\$1,770,000.00	\$2,550,000.00	\$3,498,000.00	\$2,300,000.00	\$500,000.00	\$4,249,000.00		\$1,000,000.00	\$22,102,000.00
Calendar Year 2026	\$3,900,000.00	\$1,500,000.00	\$249,000.00	\$2,248,000.00	\$1,500,000.00	\$2,000,000.00	\$1,497,000.00	\$2,645,000.00	\$2,474,000.00	\$3,000,000.00	\$2,248,000.00		\$23,261,000.00
Calendar Year 2027	\$3,000,000.00	\$2,243,000.00	\$247,000.00	\$3,246,000.00	\$1,492,000.00	\$500,000.00	\$2,000,000.00	\$4,430,000.00	\$747,000.00	\$1,000,000.00	\$3,165,000.00	\$1,739,000.00	\$23,809,000.00
TOTAL													\$136,135,000.00

MONO COUNTY TREASURY POOL QUARTERLY YIELD COMPARISON



	3/31 2018	6/30 2018	9/30 2018	12/31 2018	3/31 2019	6/30 2019	9/30 2019	12/31 2019	3/31 2020	6/30 2020	9/30 2020	12/31 2020	3/31 2021	6/30 2021	9/30 2021	12/31 2021	3/31 2022	6/30 2022	9/30 2022	12/31 2022
—◆— COUNTY	1.60%	1.76%	1.89%	2.09%	2.25%	2.29%	2.29%	2.25%	2.17%	1.90%	1.53%	1.31%	1.19%	1.09%	1.22%	1.16%	1.15%	1.40%	1.84%	2.45%
—■— LAIF	1.51%	1.90%	2.16%	2.40%	2.55%	2.57%	2.45%	2.29%	2.03%	1.47%	0.84%	0.63%	0.44%	0.33%	0.24%	0.23%	0.32%	0.75%	1.35%	2.07%
—▲— 2YR TREAS	2.16%	2.48%	2.67%	2.80%	2.49%	2.08%	1.69%	1.59%	0.94%	0.19%	0.14%	0.15%	0.13%	0.17%	0.23%	0.53%	1.46%	2.72%	3.38%	4.39%

Investment Pool Participants as of 12/31/2022



The Pool is comprised of monies deposited by mandatory and voluntary participants. Mandatory participants include the County of Mono, School Districts, and Special Districts. Voluntary participants are those agencies that are not required to invest their monies in the County Pool and do so only as an investment option.

Districts Participating in Pool

Antelope Valley Fire Protection District, Antelope Valley Water District, Birchim Community Service District, Bridgeport Fire Protection District, Bridgeport Public Utility District, Chalfant Valley Fire Protection District, County Service Area #1, County Service Area #2, County Service Area #5, Hilton Creek Community Services District, June Lake Fire Protection District, Lee Vining Fire Protection District, Lee Vining Public Utility District, Long Valley Fire Protection District, Mammoth Community Service District, Mammoth Lakes Mosquito Abatement District, Mono City Fire Protection District, Mono County Resource Conservation District, Paradise Fire Protection District, Tri-Valley Ground Water Management District, Wheeler Crest Community Service District, Wheeler Crest Fire Protection District, White Mountain Fire Protection District.

Districts Not Participating in Pool

Inyo-Mono Resource Conservation District, June Lake Public Utility District, Mammoth Lakes Community Water District, Mammoth Lakes Fire Protection District, Southern Mono Healthcare District.



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 7, 2023

Departments: Public Health

TIME REQUIRED 10 minutes

SUBJECT COVID-19 (Coronavirus) Update

**PERSONS
APPEARING
BEFORE THE
BOARD**

Jen Burrows, Deputy Director of Covid
Operations/Infection Preventionist

AGENDA DESCRIPTION:

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

Update on Countywide response and planning related to the COVID-19 pandemic.

RECOMMENDED ACTION:

None, informational only.

FISCAL IMPACT:

None noted.

CONTACT NAME: Kathy Peterson

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

<p>Click to download</p> <p>No Attachments Available</p>
--

History

Time	Who	Approval
2/1/2023 2:50 PM	County Counsel	Yes
2/1/2023 3:39 PM	Finance	Yes
2/2/2023 4:54 PM	County Administrative Office	Yes



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 7, 2023

Departments: Probation

TIME REQUIRED 20 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

Karin Humiston, Chief of Probation

SUBJECT Community Corrections Partnership
(CCP) Realignment Implementation
Plan

AGENDA DESCRIPTION:

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

A resolution of the Mono County Board of Supervisors authorizing the Mono County Community Corrections Partnership (CCP) Executive Committee to submit the Realignment Implementation Plan Annual Report for 2022 to the Board of State and Community Corrections.

RECOMMENDED ACTION:

Staff recommends that the Board; 1) Adopt proposed Resolution R23-___, authorizing the Mono County Community Corrections Partnership (CCP) Executive Committee to submit the Realignment Implementation Plan Annual Report for 2022 to the Board of State and Community Corrections; and 2) Provide any desired direction to staff.

FISCAL IMPACT:

Eligibility for the Community Corrections Partnership (CCP) Implementation Grant Funding, which is anticipated to be \$100,000 to be received by the end of January 2023.

CONTACT NAME: Karin Humiston

PHONE/EMAIL: 7609325572 / khumiston@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
Resolution
Realignment Report

History

Time	Who	Approval
1/19/2023 9:54 AM	County Counsel	Yes
1/31/2023 12:34 PM	Finance	Yes
2/2/2023 4:12 PM	County Administrative Office	Yes



MAILING: P.O. BOX 596, BRIDGEPORT, CALIFORNIA 93517
BRIDGEPORT OFFICE (760) 932-5570•FAX (760) 932-5571
MAMMOTH OFFICE (760) 924-1730•FAX (760) 924-1731

probation@mono.ca.gov

Mark Magit
Presiding Judge
Superior Court

Dr. Karin Humiston
Chief Probation Officer

Date: February 7, 2023
To: Honorable Board of Supervisors
From: Karin Humiston, Chief of Probation

SUBJECT: Mono County Community Corrections Partnership Realignment Report and Implementation Plan, Annual Report 2022.

RECOMMENDATION:

Approve the Mono County Community Corrections Partnership Realignment Report and Implementation Plan Annual Report for 2022 for submission to the Board of State and Community Corrections.

DISCUSSION:

Senate Bill 74 Budget Act of 2020 contains a new requirement for counties to submit an updated Community Corrections Partnership Plan to the Board of State and Community Corrections by December 15, 2022, along with the Community Corrections Partnership Survey to be eligible to receive funding. The updated plan must be accepted by the county Board of Supervisors pursuant to Section 1230.1 of the Penal Code. The Realignment Report and Implementation Plan was presented to the Board of Supervisors at their regular meeting February 7, 2023. This resolution will evidence the acceptance of the plan by the Board.

FISCAL IMPACT:

Eligibility for the CCP Implementation Grant funding.



R23-__

**A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS
AUTHORIZING THE MONO COUNTY COMMUNITY CORRECTIONS
PARTNERSHIP EXECUTIVE COMMITTEE'S SUBMISSION OF THE
REALIGNMENT IMPLEMENTATION PLAN ANNUAL REPORT FOR 2022**

WHEREAS, the County of Mono maintains a Community Corrections Partnership pursuant to Penal Code 1230(2); and

WHEREAS, pursuant to Penal Code 1230.1(b), the Mono County Community Corrections Partnership Executive Committee voted to approve the Realignment Report and the Implementation Plan Annual Report for 2022 on November 17, 2022; and

WHEREAS, the Community Corrections Partnership presented the Realignment Report and the Implementation Plan Annual Report for 2022 on February 7, 2023 to the Board of Supervisors; and

WHEREAS, Senate Bill 74 Budget Act of 2020, Chapter 6 Corrections and Rehabilitation 5227-105-0001 For local assistance, Board of State and Community Corrections provisions state that *Counties are eligible to receive funding if they submit an updated Community Corrections Partnership plan and a report to the Board of State and Community Corrections by December 15, 2022, that provides information about the actual implementation of the 2022-23 Community Corrections Partnership plan accepted by the County Board of Supervisors pursuant to Section 1230.1 of the Penal Code. The report shall include, but not be limited to, progress in achieving outcome measures as identified in the plan or otherwise available. Additionally, the report shall include plans for the 2022-23 allocation of funds, including future outcome measures, programs and services, and funding priorities as identified in the plan accepted by the county Board of Supervisors.*

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Mono approves the Mono County Community Corrections Partnership Realignment Report

1 and Plan Annual Report for 2022 for submission to the Board of State and Community
2 Corrections.

3
4 **PASSED, APPROVED and ADOPTED** this 7th day of February 2023, by the following
5 vote, to wit:

6 **AYES:**

7 **NOES:**

8 **ABSENT:**

9 **ABSTAIN:**
10

11
12 _____
13 Rhonda Duggan, Chair
14 Mono County Board of Supervisors

15 **ATTEST:**

16 **APPROVED AS TO FORM:**

17 _____
18 Clerk of the Board

19 _____
20 County Counsel



MONO COUNTY

Public Safety **Realignment**

Implementation Plan Update, Fiscal Year 2022-2023



ADDENDUM

Implementation Plan Update

STRATEGIES FOR FISCAL YEAR 2022-2023

This Community Public Safety Realignment Plan update is submitted by the Mono County Community Corrections Partnership (CCP) Executive Committee, pursuant to AB 74, the California Budget Act of 2020.

Over the past eleven years, California Counties have been tasked with creating a system within their organizations that would address the needs of the population targeted by the Public Safety Realignment Act of 2011. Mono County has worked diligently with community and justice partners to provide services and create resources for system involved individuals. Through innovation and with the courage to navigate uncharted territories, Mono County proudly outlined eleven objectives to meet this goal.

These goals have created a plethora of opportunities for system involved individuals to thrive in the community and reduce their chances of recidivism. Mono County Probation and the CCP Executive Committee continue their dedication to prioritize using evidence-based practices and programs to ensure the clients' needs are met. This report will delineate the progress of the objectives and provide an overview of the plan to continue to achieve the remaining objectives.

GOALS AND OBJECTIVES

The Goals and Objectives targeted by Mono County for the 2020-2025 Five Year Plan were as follows:

1. Establish a multidisciplinary reentry team to create an individualized plan for each individual before, during and after incarceration.
2. Create a collaborative reentry plan with services.
3. Create a transportation plan to assist individuals in getting to programs and services.
4. Establish transitional housing sites and programs.
5. Form a Community Advisory Board.
6. Determine services needing data tracking.
7. To identify variables to be measured for reporting and tracking.
8. Determine placement efficacy by tracking individual outcomes.
9. Design a qualitative and quantitative survey of probationer's and participant's experiences to measure subjective and objective satisfaction and efficacy.
10. Determine reentry population profile.
11. Establish an ongoing data committee.

UPDATE ON GOALS AND OBJECTIVES

In year two of the five-year plan, Mono County Justice Partners have collaborated to meet the objectives listed above. Despite the challenges posed by the world pandemic of COVID-19 and the difficulty in maintaining a stable workforce, the CCP has been able to make some progress.

The following are the updates for the goals, objectives, and

outcomes for fiscal year 2022-2023. For prior updates, please refer to the Implementation Plan Update of 2021-2022.

1. Create a multidisciplinary reentry team for the purpose of preparing a case plan before and during reentry.

In the first year of the five-year plan the Mono County Probation Department completed most of the strategies outlined. In year two, Mono County Probation Department added a new staff member to the reentry team. The Behavioral Health Services Coordinator is a position that supports the reentry team in coordinating behavioral health services with the jail, Community Services Solutions, Mono County Behavioral Health, and North American Mental Health Services and the clients. In addition, Probation's Behavioral Health Coordinator assists clients in connecting them with residential treatment programs and outpatient treatment options.

2. Create a collaborative reentry plan with services.

Some of the reentry services were met during the last implementation plan update. This year, three Mono County Probation officers were trained in a batterer's intervention program pursuant to Section 1203.098 of the California Penal Code, so they can provide this mandatory class to clients throughout the County in both English and Spanish languages. The certified North County Officer provides batterer's intervention classes in the jail. Online parenting classes are being offered at the jail for those individuals who must meet the child endangerment requirements pursuant to Section 273(a)(3)(A) of the California Penal Code. Mono County Office of Education continues to provide adult education in the jail and now offers classes to individuals outside of the jail in the Probation offices. The Social Services Department is currently working on creating an employment services program that will begin with engagement at the jail and will follow the individual when they are released from custody to ensure that employment services can connect the individual to a job in the community. Mono County Probation provides clothing, shoes, and food to those in need when released from jail.

In 2021, the State mandated the Courts to provide a pretrial program to reduce the number of individuals in custody pending sentencing. Mono County Probation has collaborated with the Court and the Mono County Jail to efficiently investigate the cases in which an individual may qualify for Own Recognizance release (OR). Although, pretrial was not one of the objectives of the original 5-year Public Safety Realignment Plan, it is imperative to mention that the services rendered by the pretrial program are impacting the CCP justice partners. This caseload has increased in numbers substantially which is a predictor that in the future, pretrial will continue to demand further engagement from the CCP justice partners.

3. Establish a plan for transportation of participants.

Currently, Mono County Probation offers Eastern Sierra Transit Authority (ESTA) bus tokens to individuals who need assistance

Objectives: Strategies, Outcomes and Progress

OBJECTIVES	STRATEGIES	OUTCOMES	PROGRESS
<p>1</p> <p>Create a Multidisciplinary Reentry Team for the purpose of preparing a case plan before and during reentry</p>	<ul style="list-style-type: none"> Identify Members: CSS, BH, SS, Probation - Officer Leianna Daley as Reentry Coordinator. Establish frequency of meetings: pre-trial, while participant is being established, prior to re-entry, in case of flash-incarceration. Identify each member's area of responsibility. Share information across organizations. 	<ul style="list-style-type: none"> Team members and agencies identified. Probation Officer Reentry Coordinator will be the dedicated contact person to assist probationers and inmates in completing probation terms and conditions. Team will ensure that case plan leads probationers to successfully complete probation requirements or supervision. Frequency and focus of meetings established. Team members areas of responsibility identified. Software identified for sharing of information while maintaining security of information. 	<ul style="list-style-type: none"> Behavioral Health, Community Services Solutions, Department of Social Services, Mono County Office of Education, and Jail staff are currently participating as the reentry team. Mono County Probation has also added a Behavioral Health Services Coordinator to the reentry team. The Reentry Officer, and the Behavioral Health Services Coordinator, have coordinated weekly reentry meetings and have established a system where all inmates and probationers in need of reentry services are being discussed and addressed. The Behavioral Health Services coordinator supports the reentry team in coordinating services with the jail, Community Services Solutions, Mono County Behavioral Health, NAMHS, and clients. In addition this position also assists clients in placements for residential and outpatient treatment programs. The Reentry Team meets every week for 1 hour. The Reentry and Behavioral Health Coordinator create agendas, set meeting invites via Microsoft Teams, check in with each team member for completed tasks, provide updates to each member, and keep records of cases and updates. A Sharepoint site is currently used to share information with the team about reentry clients. In addition, Mono County Probation is in the process of migrating to a new case management system. This allows protected and secure entry and storage of information by the Reentry Coordinator.
<p>2</p> <p>Create Collaborative Reentry Plan</p>	<ul style="list-style-type: none"> Determine level of assistance needed by participant to meet probation and reentry goals. Determine services required by participant during detainment and after reentry. Provide statutorily required classes by identifying agencies or businesses that can provide these classes (BH, Wild Iris). <ul style="list-style-type: none"> Identify qualified employee who can administer classes. Hire qualified employee to administer classes if necessary. Offer classes in both North and South County. Offer educational and mandatory services in the jail. <ul style="list-style-type: none"> Utilize iPads for GED prep and other school related services (e.g. high school diploma, adult education, workforce training). Allow inmates to begin statutorily mandated classes on iPads (DUI, DV, Parenting, etc ...). Establish educational courses delivered by distance learning pathways (exp. Skype). Establish face-to-face classroom opportunities and safety protocols. Research and Fund purchases of all devices and equipment required. Research and deliver secured internet access. 	<ul style="list-style-type: none"> Services required by participant identified. Provide educational opportunities that may be required by the Court. Level of assistance required by participant determined. Allows inmates to participate in evidence based programs while in custody. Assists Jail staff by providing constructive activities for detainees. Lead to higher success of detainees completing classes if already started while in custody. Provide educational opportunities that may assist detainees in gaining employment, and/or continuing education after reentry. Detainees enrolled in classes would be motivators to each other and possibly other inmates not enrolled. Identify software for education. 	<ul style="list-style-type: none"> Reentry group meetings held weekly are used to discuss cases and provide the services necessary. Services are provided from all departments in the Reentry group. These include: parenting classes, education classes, assessments, counseling, outpatient services, and providing physiological needs when released from jail. Various assessments are used to determine the level of assistance needed. The evidence based assessments include ORAS, ASAM, ASI, mental health, and psychiatric. MRT, individual counseling through NAMHS and parenting classes continue to be provided. Three Mono County Probation Officers have been trained and certified as Batterer's Intervention Facilitators to provide this mandated class to clients in person at the Probation Office and the Jail. The Behavioral Health Department is currently researching a wellness and stress management program. Currently in progress. Continued collaboration with Mono County Probation, Behavioral Health and NAMHS. The Behavioral Health Coordinator submits referrals for the classes required, and obtains progress updates on the clients, which in turn helps the jail and Probation Officers to address any setbacks, challenges, and needs of the detainees to assist with successful completion. Mono County Office of Education continues to provide adult education in the jail and at the Probation Offices. The Social Services Department is currently developing a new employment services program to begin at the jail and continue upon release from custody to assist with the individual obtaining employment in the community Detainees participating in MRT are held accountable by other members of the group and have encouraged other inmates to request enrollment in the program. The jail currently provides specified education courses to the inmates through EDOVO via iPads.
<p>3</p> <p>Establish a plan for transportation of participants</p>	<ul style="list-style-type: none"> Contact Lyft, ESTA, Town taxi companies for possible contract for transportation. MOU with Sheriff's Office and Probation for transportation. 	<ul style="list-style-type: none"> Establish MOU and/or contract for transportation of participants. 	<ul style="list-style-type: none"> Mono County Probation offers ESTA bus tokens to individuals who need assistance with travel. The Behavioral Health Coordinator assists with the purchase of transportation tickets, and also helps to coordinate transportation through MediCal, church volunteers, the sober community, family members and prosocial friends, when travel is needed for out of County Treatment.
<p>4</p> <p>Establish Transitional Housing for Participates in North, Middle, and South-County</p>	<ul style="list-style-type: none"> Search for available property for development and/or contract with existing developed housing. Collaborate with BH for probationers to use their traditional house for those individuals who meet their criteria. Research funding. Establish guidelines for use of and length of use of housing. 	<ul style="list-style-type: none"> Gives probationers, PRCS, Mandatory Supervision clients a short-term housing alternative while they reintegrate with society. Offers them a sober living facility with other sober living individuals who they can use as a support system. More structure to those probationers who need it. Transitional housing is developed. Residency rules are established. 	<ul style="list-style-type: none"> Continued collaboration with Mono County Behavioral Health's transitional housing program. Mono County Probation is currently researching the purchase of a transitional home. The Mono County Probation Behavioral Health Coordinator continues to refer probationers to Behavioral Health for eligibility in their transitional housing program. Weekly Reentry and Probation MDT group meetings continue to help provide the structure required with the transition back into the community and ongoing supervision by the assigned Probation Officer in helping to meet the probationer's needs. Continued collaboration with Mono County Behavioral Health's transitional housing program. Mono County Probation is currently researching a purchase of a transitional home. Transitional Housing residents are required to abide by all rules and requirements as outlined in Behavioral Health's transitional housing program's guidelines.

Objectives: Strategies, Outcomes and Progress

OBJECTIVES	STRATEGIES	OUTCOMES	PROGRESS
<p>Community Advisory Board</p> <p>5</p>	<ul style="list-style-type: none"> Identify members with expertise in adult education within a correctional setting, domestic violence prevention, workforce development, behavioral health issues, post-release reentry services, services for reentering persons, criminal and drug court, and law and policy related issues of the formerly incarcerated and crime survivors. <ul style="list-style-type: none"> Chamber of Commerce, business owners (Shell, DIV, Mountain), former clients, Wounded Warrior, Cerro Coso Community College. Research what this CAB will advise the Executive Committee. 	<ul style="list-style-type: none"> Educating the community, building infrastructure for gathering community input and representing the voices of the community. Advising the CCP Executive Committee on best and evidence-based practices as well as the diverse community views about criminal justice reform and justice reinvestment. Fostering the efforts of public and community-based agencies to work collaboratively, build trust while acknowledging inherent imbalances in authority. Executive Committee will be in charge of recruiting. 	<ul style="list-style-type: none"> Pending development and action. Pending development and action. Pending development and action. Pending development and action.
<p>To Provide a Case Management System (CMS) that Meets All Partner's Needs</p> <p>6</p>	<ul style="list-style-type: none"> Complete variable identification. Staff appointed for probation data planning group (PDPG). Review Case Management systems that can query and meet expectations (WIN/IOS). Announce bid. Select CMS, begin process migration, training, implementation. 	<ul style="list-style-type: none"> Variable identification to meet all needs. Established Probation Data Planning Group members. Review of each bid and capabilities. Submitted bid. Acquire a case management system through procurement. 	<ul style="list-style-type: none"> The Data sub-committee has identified several variables. The Mono County Probation Data Analyst is working with the new CMS to ensure the ability to track the variables, needs, and outcomes. Group members have been established. Mono County Probation has acquired a contract with Tyler Technologies and are in the process of configuration and migration. This new CMS will be successful in providing the capabilities and data analysis required to meet all objectives. Tyler Technologies with go live in March of 2023. Contracted with Tyler Technologies. In Contract with Tyler Supervision. The new CMS will go live in March of 2023.
<p>To Determine Services Needing Data Tracking</p> <p>7</p>	<ul style="list-style-type: none"> Each department identifies evidence-based services. Identify each variable. 	<ul style="list-style-type: none"> Ensure relevant variables are identified and all groups and departments collaboratively agree. 	<ul style="list-style-type: none"> The Data Subcommittee has identified several data points, and Mono County Probation has created a Data Analyst Position, who will ensure the variables and data points identified are able to be tracked in the new CMS.
<p>To Identify Variables for Placement Efficacy</p> <p>8</p>	<ul style="list-style-type: none"> Identify placements used or will potentially use. Identify placements by service or diagnostic focus. Identify variables to be followed (e.g., time placed, entry from drug court, etc.). Identify Placement Team. 	<ul style="list-style-type: none"> A list of placements as well as those under contract. A list of placements by diagnosis. A list identifying all variables in EBP services as well as those collaboratively identified. Placement Team/Adult Multidisciplinary Team. To design a system to inform outcomes of placements. 	<ul style="list-style-type: none"> The Behavioral Health Coordinator continues to update and develop a list of placements that address clients needs. Behavioral Health has acquired contracts with two residential treatment programs. Probation refers clients to these programs for help with substance and mental health issues. The Behavioral Health Coordinator is currently in the process of creating this list. Pending development. MDT - Team has been identified and has been meeting weekly. Mono County Probation has contracted with a new CMS which will go live in March of 2023. This CMS will be able to track the outcomes of placements.
<p>To Design a Qualitative and Quantitative Assessment of the Probationer's Experience</p> <p>9</p>	<ul style="list-style-type: none"> Create an exit survey. Create a viable, repeatable method to acquire information. Design procedure to ensure consistency of application. Training to be conducted on survey procedure. 	<ul style="list-style-type: none"> Design a qualitative and quantitative survey of probationer's experience. Design and implement training for administering surveys. Completed procedure. Ensure data acquired is compatible with new CMS system. 	<ul style="list-style-type: none"> Mono County Probation is in the process of creating an exit interview tool that will be given to clients. It will completed in the year 2023 Once created, a procedure to administer the tool will be provided and training will follow. Pending development. Mono County Probation's Data Analyst is currently working with the new CMS to ensure acquired data will be compatible.
<p>To Determine Reentry Population Profile</p> <p>10</p>	<ul style="list-style-type: none"> To determine variables needed of reentry offenders To determine office of responsibilities to enter data and time required Establish MOU if necessary Identify a system to enter reentry information 	<ul style="list-style-type: none"> Variables identified Roles, responsibilities and actions are identified in MOU Variables are entered in compliance with the MOU or other agreement A system is in place that allows for a profile be developed for those involved with reentry 	<ul style="list-style-type: none"> The Data committee has identified important data points to be tracked with the new CMS. Per the reentry/MDT group an MOU was not mandatory so long as the individual signed a release of information for the different agencies to communicate and discuss their case to provide the best services possible. Pending the implementation of the new CMS. Pending the implementation of the new CMS.
<p>Establish a Data Committee</p> <p>11</p>	<ul style="list-style-type: none"> Identify committee members that leads data use, systemic needs, and policy discussions specific to reentry – Probation Data Planning Group. Procedure to be developed for acquisition and entry of data. Any necessary intergovernmental agreements or MOU. 	<ul style="list-style-type: none"> Committee members identified. Procedure and Areas of responsibilities prepared collaboratively. Memos of Understanding or other Agreements in place. A committee is identified that oversees data and usage. 	<ul style="list-style-type: none"> Members Identified Procedure and areas of responsibilities are pending the implementation of the new CMS. Mono County Probation has an MOU with Tyler Technologies for the new CMS. A data committee has been established, and Mono County Probation has created a Data Analyst position to oversee data and upon implementation of the new CMS.

with travel. In addition, the Behavioral Health Services Coordinator will assist individuals in finding transportation through community resources such as Medi-Cal transportation, public transportation, sober community, and family and friends for individuals who are going to treatment outside of Mono County.

4. Establish transitional housing for participants in North, Middle, and South County.

Mono County Probation continues to have a collaboration with Mono County Behavioral Health's transitional housing program. Individuals are assessed and their circumstances are discussed at the Multi-disciplinary Team (MDT) meeting to determine whether they are a viable candidate to participate in the transitional housing program. Mono County Probation utilizes the services of the Housing and Disability Advocacy Program (HDAP) through the Department of Social Services and the emergency housing of the non-profit organization, Wild Iris. Mono County Probation has been diligently researching the purchase of a transitional home to fill in the void for those that are not eligible for the limited housing programs and services currently available with our partners.

5. Community Advisory Board

The CCP has not established a Community Advisory Board. This goal was hindered by the pandemic and will be prioritized in the next year.

6. To provide a case management system that meets all partners' needs.

Mono County Probation has acquired a contract with Tyler Technologies to provide a case management system that is better suited to track CCP objectives and outcomes. Tyler Technologies will go live in March of 2023.

7. To determine services needing data tracking.

The Mono County Executive CCP Committee established a data sub-committee group who identified several data points that will be tracked with the new case management system. The Probation Department established a Data Analyst position who will continue to coordinate with the data sub-committee group to track the data points identified and track them in the new case management system.

8. To identify variables for placement efficacy.

Since Mono County Probation hired the Behavioral Health Coordinator, they have been working on an updated list of an array of placements that will meet the individual needs of clients. In addition, the Behavioral Health Department recently acquired two new contracts with Socorro and Tarzana Inpatient Treatment Services Programs that probation uses to help clients with substance and mental health issues.

9. To design a qualitative and quantitative assessment of probationer's experience.

Mono County Probation is in the process of creating an exit interview tool that will be given to clients. It will be completed in 2023. Once created, a procedure to administer the tool will be provided and training for objective administration will follow.

10. To determine reentry population profile.

Mono County Probation and Mono County IT have created a SharePoint page that tracks the reentry population's progress and minutes of the reentry and probation multi-disciplinary

team (MDT). Per the Reentry and MDT team a Memorandum of Understanding (MOU) is not mandatory so long as the individual signed a release of information for the different agencies to communicate and discuss their case to provide the best services possible.

11. Establish a data committee.

The Mono County CCP has established a data committee and they have identified important data points that the CCP wants to track for the eleven objectives. The implementation of the new case management system will assist the data committee in collecting and tracking those data points.

BUDGET

Fiscal year 2021-2022 budget was recommended by the CCP Executive Committee and approved by the Mono County Board of Supervisors, to continue to provide the services implemented and to accomplish the goals outlined in the five-year plan. Below is the list of objectives and outcomes that were supported by the allocation of funding in the budget year.

1. Objective 1: Create a multidisciplinary reentry team for the purpose of preparing a case plan before and during reentry.

A. Salary and wages for the entire reentry team were budgeted for this fiscal year - \$485,223

2. Objective 2: Create collaborative reentry plan.

A. The budget covers the costs of the Community Services Solutions (CSS) program services, which is a collaborative partner of the reentry multidisciplinary team. CSS is the entity that bridges communication and services with the inmates that are housed at the Mono County Jail - \$43,200.

B. In the first year of the Public Safety Realignment 5-year plan, Mono Probation contracted North American Mental Health Services to provide telehealth services to inmates. In this second year the budget was expanded to appropriate more funding towards this service - \$125,000.

C. When the multidisciplinary teams determines that an individual needs services, they are referred to Mono County Behavioral Health Department (BHD). The BHD provides substance abuse counseling services and individual therapy for those who qualify - \$25,000.

3. Objective 8: To identify variables for placement efficacy.

A. The Court may place defendants on electronic monitoring pending placement. The CCP Executive Committee approved a budget for electronic monitoring services - \$15,000.

CONCLUSION

In the upcoming year, Mono County CCP has plans to establish a transitional housing program. This will include the purchase of a transitional house, and a procedural and management process will be established. In addition, when the case management system goes live in March of 2023, this will allow Mono County Probation and their justice partners to identify the necessary data that will continue to identify the needs of system involved individuals. The Mono County CCP will prioritize establishing a Community Advisory Board to serve as the accountability platform to ensure that the mission of the CCP is relevant to the community it serves. Lastly, Mono

County Probation will continue to monitor the pretrial program and begin to analyze the data to determine if it may become necessary to include as an objective for the next 5-year Public Safety Realignment Plan.

Mono County CCP has implemented an array of evidence-based programs and services in the last two years. The collaboration between agencies and departments has been key in order to successfully bring services to this rural community. The mission of the CCP is dedicated to providing pathways for offenders to successfully reengage with the community. The reentry coordinating officer and the multidisciplinary team are important in reintegrating offenders back into the community. However, the supporting services that the CCP continues to identify and execute are imperative to the reduction of recidivism rates.

Mono County CCP-AB109 F/Y 2020/21 Adopted Budget

DEPARTMENT	USE/PROJECT	AMOUNT
Behavioral Health	Alcohol & Drug Program	\$25,000.00
Probation	DPO Salaries & Benefits	\$271,000.00
Probation	Electronic Monitoring	\$7,500.00
Sheriff's Office	PSO Salaries & Benefits	\$173,720.00
Sheriff's Office	Re-entry Coordinator	\$36,000.00
Sheriff's Office	In Custody Medical	\$40,000.00
Probation	Re-entry Case Management System	\$30,000.00
Sheriff's Office	In Custody Online Education Services	\$18,250.00
Probation	Transportation Services	\$5,000.00
Probation	Short-term Housing	\$8,000.00
Probation	Realignment Report Production Costs	\$3,900.00
TOTAL		\$618,370.00

Mono County CCP-AB109 F/Y 2021/22 Adopted Budget

DEPARTMENT	USE/PROJECT	AMOUNT
Behavioral Health	Alcohol & Drug Program	\$25,000.00
Probation	DPO Salaries & Benefits	\$284,550.00
Probation	Electronic Monitoring	\$10,000.00
Sheriff's Office	PSO Salaries & Benefits	\$182,406.00
Sheriff's Office	Re-entry Coordinator	\$43,200.00
Sheriff's Office	In Custody Medical	\$40,000.00
Probation	Re-entry Mental Health Treatment Program	\$100,000.00
TOTAL		\$685,156.00

Mono County CCP-AB109 F/Y 2022/23 Adopted Budget

DEPARTMENT	USE/PROJECT	AMOUNT
Behavioral Health	Alcohol & Drug Program	\$25,000.00
Probation	DPO Salaries & Benefits	\$296,051.00
Probation	Electronic Monitoring	\$15,000.00
Sheriff's Office	PSO Salaries & Benefits	\$189,173.00
Sheriff's Office	Re-entry Coordinator	\$43,200.00
Sheriff's Office	In Custody Medical	\$40,000.00
Probation	Re-entry Mental Health Treatment Program	\$125,000.00
TOTAL		\$733,424.00



Public Safety Realignment Report
MONO COUNTY, CALIFORNIA
Report Design: SharpEndDesigns.com



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 7, 2023

Departments: CAO

TIME REQUIRED 10 minutes

PERSONS Robert C. Lawton, CAO

SUBJECT Designation of Director of Social Services as Ex Officio Public Guardian/Public Administrator/Public Conservator; Related Actions

APPEARING BEFORE THE BOARD

AGENDA DESCRIPTION:

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

Designation of the Director of Social Services to serve, ex officio, as the Public Guardian, Public Administrator and Public Conservator (PA/PG/PC) for Mono County and related actions.

RECOMMENDED ACTION:

1) Approve revised job description for the position of Social Services Director to add, ex officio, the duties of PA/PG/PC; 2) Adopt proposed resolution amending the Salary Matrix to change the salary range for the position of Social Services Director from Range 18 to Range 21; 3) Announce fiscal impact and adopt proposed resolution approving an amendment to the employment agreement with Kathryn E. Peterson, Director of Social Services, to include the new job responsibilities and associated salary modification; and 4) Review (and approve if finalized) draft Memorandum of Understanding between the Department of Behavioral Health and the newly-established office of the PA/PG/PC related to collaboration in the provision of LPS Act conservatorship services.

FISCAL IMPACT:

This item increases spending for the remainder of this fiscal year by \$10,773, of which \$9,383 is salary and \$1,390 is benefits. The annual cost of this position currently is \$175,144. If this item is approved, the annual cost will be \$200,999, of which \$165,399 is salary and \$35,600 is benefits.

CONTACT NAME: Stacey Simon

PHONE/EMAIL: x1704 / ssimon@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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[Staff report](#)

Job Description
Resolution - Salary Matrix
At-Will Salary Matrix
Resolution - Employment Agreement
Employment Agreement
Draft MOU

History

Time	Who	Approval
2/2/2023 11:25 AM	County Counsel	Yes
2/1/2023 6:34 AM	Finance	Yes
2/2/2023 4:54 PM	County Administrative Office	Yes



**COUNTY ADMINISTRATIVE OFFICER
COUNTY OF MONO**

Robert C. Lawton
PO Box 696
Bridgeport, CA 93517-0696
(760) 932-5410
rlawton@mono.ca.gov
www.mono.ca.gov

TO: Board of Supervisors

FROM: Robert C. Lawton, County Administrator

DATE: February 7, 2023

RE: Designation of Director of Social Services as Ex Officio Public Guardian/Public Administrator/Public Conservator and Related Actions

BOARD OF SUPERVISORS

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PROBATION
Karin Humiston

PUBLIC HEALTH
Kathy Peterson (Interim)

PUBLIC WORKS
Paul Roten

SOCIAL SERVICES
Kathy Peterson

Recommended Actions:

1. Approve revised job description for the position of Social Services Director to add, ex officio, the duties of Public Guardian/Public Administrator/Public Conservator;
2. Adopt proposed resolution amending the Salary Matrix to change the salary range for the position of Social Services Director from Range 18 to Range 21;
3. Adopt proposed resolution approving an amendment to the employment agreement with Kathryn E. Peterson, Director of Social Services, to include the new job responsibilities and associated salary modification; and
4. Review (and approve if finalized) draft Memorandum of Understanding between the Department of Behavioral Health and the newly-established office of the PA/PG/PC related to collaboration in the provision of LPS Act conservatorship services.

Discussion:

In November of 2022, the Board adopted an ordinance adding Chapter 2.90 to the Mono County Code which established the Office of the Public Guardian for Mono County and consolidated the existing functions of Public Conservator and Public Administrator into that single office. The effective date of the change is February 15, 2023.

At the time Chapter 2.90 was adopted, it was anticipated that the functions of Public Administrator, Public Guardian and Public Conservator (PA/PG/PC) would be assigned to an existing department – Social Services -- and that the job description and employment agreement for the department director would require modification, as would the County's salary matrix.

In addition, it was noted that because the Department of Behavioral Health would play a continuing role in providing services to persons who are or become subject to LPS Act conservatorships, notwithstanding the transfer of conservator duties under the LPS Act to the PA/PG/PC, there would be a need for a document setting forth the relationship

between Behavioral Health and the Office of the PA/PG/PC in their cooperative efforts on such matters.

In anticipation of the February 15th effective day of Chapter 2.90, it is now appropriate for the Board to take final actions to implement this consolidation of functions. Accordingly, it is proposed that the Board approve a revised Social Services Director job description to add the additional duties of PA/PG/PC, amend the salary matrix to place that newly-expanded position at Range 21, amend the employment agreement with the current Social Services Director to reflect the expanded duties and increased rate of pay; and finally, that the Board review (and approve if then finalized) the Memorandum of Understanding between Mono County Behavioral Health and the Office of the PA/PG/PC related to collaboration in the provision of LPS Act conservatorship services.



Social Services Director
(Including Public Administrator/Public Guardian/Public Conservator)

DEFINITION

To plan, organize, direct, and review the activities and operations of Department of Social Services, including Public Administrator/Public Guardian. Coordinate assigned activities with other Departments and outside agencies.

DISTINGUISHING CHARACTERISTICS

This is an executive management level single position class. The Social Services Director is an at-will position. This position determines policy, manages personnel and budgets, develops programs and formulates operational objectives, and is responsible to manage and direct a variety of local, state, and federal programs with significant impact on community services. Within state legal requirements and broad County ordinances, policies, and procedural guidelines, the responsibilities of this position demand comprehensive knowledge and expertise in the delivery of social services, a high level of initiative, independent judgment, and discretion, as well as strong and effective management and leadership skills to develop, administer, and direct Department staff and programs. This position will work closely and in collaboration with other State, County, and non-county organizations.

The Public Administrator/Guardian/Conservator determines policy, manages personnel and budgets, develops programs, and formulates operational objectives and is responsible to manage and direct assigned programs. Within state legal requirements and County ordinances, policies, and procedural guidelines, responsibilities of this position require comprehensive knowledge of the management of the financial business of clients.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the County Administrative Officer.

Exercises direct supervision over Deputy Directors and other administrative personnel within the Department.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the represented duties below including but not limited to the following. (All duties may not be performed by all incumbents.) Other administrative duties may be assigned.

- Plan, organize, coordinate, and direct the programs, activities, and operations of the Department; formulate policies and procedures concerning activities of the Department; establish and maintain goals, objectives, and plans for carrying out the functions of the Department.
- Coordinate activities of the Department with those of other Departments and outside agencies and organizations; prepare and present staff reports and other necessary correspondence.
- § Direct, oversee, and participate in the development of the Department's work plan for assigned functions; assign work activities, projects, and programs; monitor workflow; review and evaluate work products, methods, and procedures.
- Supervise, participate in and ensure the development and administration of Social Services budgets; direct the forecast of additional funds needed for staffing, equipment, materials, and supplies; monitor and approve expenditures; implement adjustments, as appropriate.

- As Public Administrator, administer the estate of county residents who die without a will or family in Mono County; may include marshaling all assets, selling real or personal property, performing heir searches, and overseeing the distribution of the estate.
- As Public Guardian/Conservator, serve as conservator of a person and/or estate of individuals needing protective intervention.
- Directly, or through Department supervisory staff, select, train, motivate, and evaluate personnel; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline and termination procedures.
- Recruit, select, train, and evaluate direct reports within the Department and, through them, all Department staff.
- Advise the Board of Supervisors, County Administrative Officer, and/or appointive boards and commissions on long range planning where Department services are concerned; negotiate, recommend, monitor, and evaluate services provided to the community.
- Implement improvements, determine, and recommend plans for establishing new service programs or major changes in methods or levels of service delivery.
- Develop and implement plans and procedures to enhance revenue from State, Federal, fee, and other funding sources as appropriate.
- Review, evaluate, and make recommendations regarding changes in State laws and regulations that will have an impact on the delivery of community services and establish plans to implement appropriate programs; advise the CAO of specific plans, costs, and recommendations for programs.
- Analyze and evaluate program results as related to objectives and policy guidelines; review program funding needs, formulate budget guidelines, and control program activities within budgetary limits or policies.
- Manage the preparation of annual Department budgets; justify fund requests and staff allocations; ensure that budget is administered within Board of Supervisors approved expenditure and revenue levels.
- Establish and maintain liaison with representatives of State, Federal, and local agencies, and associations and commissions.
- Make public presentations before the Board of Supervisors, professional organizations, or public groups to provide information on Departmental programs and goals.
- Perform related duties as assigned.

MINIMUM QUALIFICATIONS REQUIRED

Education and Experience

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience:

Six years of increasingly responsible experience in social services or public health, including two years of significant administrative managerial experience working in a large public agency.

Training:

Equivalent to a bachelor's degree from an accredited college or university with major course work in Public Administration, Public Health, Social Work, or a related field.

Candidates that possess a Master's degree or Doctorate may qualify at a higher Range.

Licenses and Certifications

Certification by the Association for Public Administrators, Guardians and Conservators working within California is legally required.

Possession of, or ability to obtain, a California driver's license.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

- Principles and practices of Social Services to include: rules, regulations, State and Federal program policies, and procedures.
- Principles and techniques of organization, administrative management, budget preparation, and fiscal control.
- Principles and practices of personnel administration, effective management, supervision, and training.
- Principles and procedures associated with hiring, evaluating, training, and disciplining employees.
- Organizational and management practices as applied to analysis and evaluation of programs, policies, and operational needs.
- Governmental codes, laws, rules, and regulations, legislative process, and practices and policies relating to health and social services programs.
- Communication and conflict resolution.
- Public information and contract administration.
- Intergovernmental relationships and regulations affecting community service delivery.

Ability to:

- Plan, direct, interpret, and evaluate the administration and operations of the Social Services Department.
- Analyze complex administrative and regulatory problems, evaluate alternatives and adopt effective courses of action.
- Select, orient, supervise, and evaluate subordinate Departmental personnel.
- Plan, direct, and coordinate the work of others; develop and provide effective training.
- Establish and execute Department policies and procedures.
- Develop and implement short and long-range Department goals and objectives.
- Administer a budget.
- Analyze situations accurately and take effective action.
- Prepare and present clear and concise correspondence, reports, and recommendations.
- Communicate effectively both verbally and in writing.
- Work cooperatively with other employees.
- Establish and maintain cooperative working relationships with staff, other Departments and agencies, the private sector, and the public.
- Use standard office computers for word processing and spreadsheets.

ADDITIONAL REQUIREMENTS

Travel within and outside of Mono County may be required for meetings and training.

PHYSICAL DEMANDS AND WORKING CONDITIONS:

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to sit. The employee is often required to travel to and make outside visits – occasionally on uneven surfaces with potential access barriers; to use hands to finger, handle, or feel; reach with hands and arms; and to stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 10 pounds. Specific vision and hearing abilities required by this job include hearing and vision adequate to observe human interaction, and vision to input and access information from a computer system.

While performing the duties of this job, the employee is occasionally exposed to outside weather conditions. The noise level in the work environment is usually quiet.



R23-__

A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS ADOPTING A REVISED SALARY MATRIX APPLICABLE TO AT-WILL EMPLOYEES AND ELECTED DEPARTMENT HEADS TO RECLASSIFY THE POSITION OF SOCIAL SERVICES DIRECTOR AND SUPERSEDING AND REPLACING R22-139

WHEREAS, on December 20, 2022, the Board of Supervisors approved Resolution R22-139 adopting a salary matrix applicable to the County’s at-will and elected management level positions (the “At-Will Salary Matrix”); and

WHEREAS, the County now wishes to update the At-Will Salary Matrix to reclassify the position of Social Services Director from Range 18 to Range 21, in recognition of the assumption of the additional duties of Public Administrator, Public Guardian and Public Conservator;

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

SECTION ONE: The salary matrix attached hereto as Exhibit A and incorporated by this reference is hereby adopted and shall be implemented effective February 15, 2023.

SECTION TWO: This Resolution shall supersede and replace in its entirety Resolution R22-139, which shall be of no further force and effect.

PASSED, APPROVED and ADOPTED this 7th day of February, 2023, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Rhonda Duggan, Chair
Mono County Board of Supervisors

ATTEST:

APPROVED AS TO FORM:

Clerk of the Board

County Counsel

EXHIBIT A

Mono County
Salary Matrix
5% between ranges; 5% between steps

2.00% COLA - 2023

Class Title	Range #	Period	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023
			Step A	Step A	Step B	Step B	Step C	Step C	Step D	Step D	Step E	Step E
HR Specialist	1	Hourly	\$ 25.38	\$ 25.89	\$ 26.65	\$ 27.18	\$ 27.98	\$ 28.54	\$ 29.38	\$ 29.97	\$ 30.85	\$ 31.47
		Bi-weekly	\$ 2,031	\$ 2,071	\$ 2,132	\$ 2,175	\$ 2,239	\$ 2,283	\$ 2,351	\$ 2,398	\$ 2,468	\$ 2,517
		Monthly	\$ 4,399	\$ 4,487	\$ 4,619	\$ 4,712	\$ 4,850	\$ 4,947	\$ 5,093	\$ 5,195	\$ 5,348	\$ 5,455
	2	Annual	\$ 52,794	\$ 53,849	\$ 55,433	\$ 56,542	\$ 58,205	\$ 59,369	\$ 61,115	\$ 62,337	\$ 64,171	\$ 65,454
		Hourly	\$ 26.65	\$ 27.18	\$ 27.98	\$ 28.54	\$ 29.38	\$ 29.97	\$ 30.85	\$ 31.47	\$ 32.39	\$ 33.04
		Bi-weekly	\$ 2,132	\$ 2,175	\$ 2,239	\$ 2,283	\$ 2,351	\$ 2,398	\$ 2,468	\$ 2,517	\$ 2,592	\$ 2,643
	3	Monthly	\$ 4,619	\$ 4,712	\$ 4,850	\$ 4,947	\$ 5,093	\$ 5,195	\$ 5,348	\$ 5,455	\$ 5,615	\$ 5,727
		Annual	\$ 55,433	\$ 56,542	\$ 58,205	\$ 59,369	\$ 61,115	\$ 62,337	\$ 64,171	\$ 65,454	\$ 67,379	\$ 68,727
		Hourly	\$ 27.98	\$ 28.54	\$ 29.38	\$ 29.97	\$ 30.85	\$ 31.47	\$ 32.39	\$ 33.04	\$ 34.01	\$ 34.69
	4	Bi-weekly	\$ 2,239	\$ 2,283	\$ 2,351	\$ 2,398	\$ 2,468	\$ 2,517	\$ 2,592	\$ 2,643	\$ 2,721	\$ 2,775
		Monthly	\$ 4,850	\$ 4,947	\$ 5,093	\$ 5,195	\$ 5,348	\$ 5,455	\$ 5,615	\$ 5,727	\$ 5,896	\$ 6,014
		Annual	\$ 58,205	\$ 59,369	\$ 61,115	\$ 62,337	\$ 64,171	\$ 65,454	\$ 67,379	\$ 68,727	\$ 70,748	\$ 72,163
5	Hourly	\$ 29.38	\$ 29.97	\$ 30.85	\$ 31.47	\$ 32.39	\$ 33.04	\$ 34.01	\$ 34.69	\$ 35.71	\$ 36.43	
	Bi-weekly	\$ 2,351	\$ 2,398	\$ 2,468	\$ 2,517	\$ 2,592	\$ 2,643	\$ 2,721	\$ 2,775	\$ 2,857	\$ 2,914	
	Monthly	\$ 5,093	\$ 5,195	\$ 5,348	\$ 5,455	\$ 5,615	\$ 5,727	\$ 5,896	\$ 6,014	\$ 6,190	\$ 6,314	
6	Annual	\$ 61,115	\$ 62,337	\$ 64,171	\$ 65,454	\$ 67,379	\$ 68,727	\$ 70,748	\$ 72,163	\$ 74,286	\$ 75,772	
	Hourly	\$ 30.85	\$ 31.47	\$ 32.39	\$ 33.04	\$ 34.01	\$ 34.69	\$ 35.71	\$ 36.43	\$ 37.50	\$ 38.25	
	Bi-weekly	\$ 2,468	\$ 2,517	\$ 2,592	\$ 2,643	\$ 2,721	\$ 2,775	\$ 2,857	\$ 2,914	\$ 2,999	\$ 3,060	
7	Monthly	\$ 5,348	\$ 5,455	\$ 5,615	\$ 5,727	\$ 5,896	\$ 6,014	\$ 6,190	\$ 6,314	\$ 6,500	\$ 6,630	
	Annual	\$ 64,171	\$ 65,454	\$ 67,379	\$ 68,727	\$ 70,748	\$ 72,163	\$ 74,286	\$ 75,772	\$ 78,000	\$ 79,560	
	Hourly	\$ 32.39	\$ 33.04	\$ 34.01	\$ 34.69	\$ 35.71	\$ 36.43	\$ 37.50	\$ 38.25	\$ 39.38	\$ 40.16	
8	Bi-weekly	\$ 2,592	\$ 2,643	\$ 2,721	\$ 2,775	\$ 2,857	\$ 2,914	\$ 2,999	\$ 3,060	\$ 3,150	\$ 3,213	
	Monthly	\$ 5,615	\$ 5,727	\$ 5,896	\$ 6,014	\$ 6,190	\$ 6,314	\$ 6,500	\$ 6,630	\$ 6,825	\$ 6,962	
	Annual	\$ 67,379	\$ 68,727	\$ 70,748	\$ 72,163	\$ 74,286	\$ 75,772	\$ 78,000	\$ 79,560	\$ 81,900	\$ 83,538	
9	Hourly	\$ 34.01	\$ 34.69	\$ 35.71	\$ 36.43	\$ 37.50	\$ 38.25	\$ 39.38	\$ 40.16	\$ 41.34	\$ 42.17	
	Bi-weekly	\$ 2,721	\$ 2,775	\$ 2,857	\$ 2,914	\$ 3,000	\$ 3,060	\$ 3,150	\$ 3,213	\$ 3,308	\$ 3,374	
	Monthly	\$ 5,896	\$ 6,014	\$ 6,190	\$ 6,314	\$ 6,500	\$ 6,630	\$ 6,825	\$ 6,962	\$ 7,166	\$ 7,310	
10	Annual	\$ 70,748	\$ 72,163	\$ 74,286	\$ 75,772	\$ 78,000	\$ 79,560	\$ 81,900	\$ 83,538	\$ 85,995	\$ 87,715	
	Hourly	\$ 35.71	\$ 36.43	\$ 37.50	\$ 38.25	\$ 39.38	\$ 40.16	\$ 41.34	\$ 42.17	\$ 43.41	\$ 44.28	
	Bi-weekly	\$ 2,857	\$ 2,914	\$ 3,000	\$ 3,060	\$ 3,150	\$ 3,213	\$ 3,308	\$ 3,374	\$ 3,473	\$ 3,542	
11	Monthly	\$ 6,190	\$ 6,314	\$ 6,500	\$ 6,630	\$ 6,825	\$ 6,962	\$ 7,166	\$ 7,310	\$ 7,525	\$ 7,675	
	Annual	\$ 74,286	\$ 75,772	\$ 78,000	\$ 79,560	\$ 81,900	\$ 83,538	\$ 85,995	\$ 88,715	\$ 90,295	\$ 92,101	
	Hourly	\$ 41.34	\$ 42.17	\$ 43.41	\$ 44.28	\$ 45.58	\$ 46.49	\$ 47.86	\$ 48.82	\$ 50.25	\$ 51.26	
12	Bi-weekly	\$ 3,308	\$ 3,374	\$ 3,473	\$ 3,542	\$ 3,647	\$ 3,719	\$ 3,829	\$ 3,905	\$ 4,020	\$ 4,101	
	Monthly	\$ 6,825	\$ 6,962	\$ 7,166	\$ 7,310	\$ 7,525	\$ 7,675	\$ 7,901	\$ 8,059	\$ 8,296	\$ 8,462	
	Annual	\$ 81,900	\$ 83,538	\$ 85,995	\$ 87,715	\$ 90,295	\$ 92,101	\$ 94,809	\$ 96,705	\$ 99,550	\$ 101,541	
13	Hourly	\$ 43.41	\$ 44.28	\$ 45.58	\$ 46.49	\$ 47.86	\$ 48.82	\$ 50.25	\$ 51.26	\$ 52.77	\$ 53.82	
	Bi-weekly	\$ 3,473	\$ 3,542	\$ 3,647	\$ 3,719	\$ 3,829	\$ 3,905	\$ 4,020	\$ 4,101	\$ 4,221	\$ 4,306	
	Monthly	\$ 7,525	\$ 7,675	\$ 7,901	\$ 8,059	\$ 8,296	\$ 8,462	\$ 8,711	\$ 8,885	\$ 9,146	\$ 9,329	
14	Annual	\$ 90,295	\$ 92,101	\$ 94,809	\$ 96,705	\$ 99,550	\$ 101,541	\$ 104,527	\$ 106,618	\$ 109,754	\$ 111,949	
	Hourly	\$ 45.58	\$ 46.49	\$ 47.86	\$ 48.82	\$ 50.25	\$ 51.26	\$ 52.77	\$ 53.82	\$ 55.40	\$ 56.51	
	Bi-weekly	\$ 3,647	\$ 3,719	\$ 3,829	\$ 3,905	\$ 4,020	\$ 4,101	\$ 4,221	\$ 4,306	\$ 4,432	\$ 4,521	
15	Monthly	\$ 7,901	\$ 8,059	\$ 8,296	\$ 8,462	\$ 8,711	\$ 8,885	\$ 9,146	\$ 9,329	\$ 9,603	\$ 9,796	
	Annual	\$ 94,809	\$ 96,705	\$ 99,550	\$ 101,541	\$ 104,527	\$ 106,618	\$ 109,754	\$ 111,949	\$ 115,242	\$ 117,547	
	Hourly	\$ 47.86	\$ 48.82	\$ 50.25	\$ 51.26	\$ 52.77	\$ 53.82	\$ 55.40	\$ 56.51	\$ 58.18	\$ 59.34	
16	Bi-weekly	\$ 3,829	\$ 3,905	\$ 4,020	\$ 4,101	\$ 4,221	\$ 4,306	\$ 4,432	\$ 4,521	\$ 4,654	\$ 4,747	
	Monthly	\$ 8,296	\$ 8,462	\$ 8,711	\$ 8,885	\$ 9,146	\$ 9,329	\$ 9,603	\$ 9,796	\$ 10,084	\$ 10,285	
	Annual	\$ 99,550	\$ 101,541	\$ 104,527	\$ 106,618	\$ 109,754	\$ 111,949	\$ 115,242	\$ 117,547	\$ 121,004	\$ 123,424	
17	Hourly	\$ 50.25	\$ 51.26	\$ 52.77	\$ 53.82	\$ 55.40	\$ 56.51	\$ 58.18	\$ 59.34	\$ 61.08	\$ 62.31	
	Bi-weekly	\$ 4,020	\$ 4,101	\$ 4,221	\$ 4,306	\$ 4,432	\$ 4,521	\$ 4,654	\$ 4,747	\$ 4,887	\$ 4,984	
	Monthly	\$ 8,711	\$ 8,885	\$ 9,146	\$ 9,329	\$ 9,603	\$ 9,796	\$ 10,084	\$ 10,285	\$ 10,588	\$ 10,800	
18	Annual	\$ 104,527	\$ 106,618	\$ 109,754	\$ 111,949	\$ 115,242	\$ 117,547	\$ 121,004	\$ 123,424	\$ 127,054	\$ 129,595	

Mono County
Salary Matrix
5% between ranges; 5% between steps

2.00% COLA - 2023

Class Title	Range #	Period	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023
			Step A	Step A	Step B	Step B	Step C	Step C	Step D	Step D	Step E	Step E		
County Assessor	16	Hourly	\$ 52.77	\$ 53.82	\$ 55.40	\$ 56.51	\$ 58.18	\$ 59.34	\$ 61.08	\$ 62.31	\$ 64.14	\$ 65.42	\$ 67.34	\$ 68.69
Director of Economic Development		Bi-weekly	\$ 4,221	\$ 4,304	\$ 4,432	\$ 4,521	\$ 4,654	\$ 4,747	\$ 4,887	\$ 4,984	\$ 5,137	\$ 5,234	\$ 5,388	\$ 5,495
		Monthly	\$ 9,346	\$ 9,329	\$ 9,603	\$ 9,796	\$ 10,084	\$ 10,285	\$ 10,588	\$ 10,800	\$ 11,117	\$ 11,340	\$ 11,673	\$ 11,907
		Annual	\$ 109,754	\$ 111,949	\$ 115,242	\$ 117,547	\$ 121,004	\$ 123,424	\$ 127,054	\$ 129,595	\$ 133,406	\$ 136,074	\$ 140,077	\$ 142,879
Chief of Emergency Medical Services	17	Hourly	\$ 55.40	\$ 56.51	\$ 58.18	\$ 59.34	\$ 61.08	\$ 62.31	\$ 64.14	\$ 65.42	\$ 67.34	\$ 68.69	\$ 70.71	\$ 72.13
Budget Officer		Bi-weekly	\$ 4,432	\$ 4,521	\$ 4,654	\$ 4,747	\$ 4,887	\$ 4,984	\$ 5,131	\$ 5,234	\$ 5,388	\$ 5,495	\$ 5,657	\$ 5,770
		Monthly	\$ 9,603	\$ 9,796	\$ 10,084	\$ 10,285	\$ 10,588	\$ 10,800	\$ 11,117	\$ 11,340	\$ 11,673	\$ 11,907	\$ 12,257	\$ 12,502
		Annual	\$ 115,242	\$ 117,547	\$ 121,004	\$ 123,424	\$ 127,054	\$ 129,595	\$ 133,406	\$ 136,074	\$ 140,077	\$ 142,879	\$ 147,081	\$ 150,233
Assistant County Counsel	18	Hourly	\$ 58.18	\$ 59.34	\$ 61.08	\$ 62.31	\$ 64.14	\$ 65.42	\$ 67.34	\$ 68.69	\$ 70.71	\$ 72.13	\$ 73.96	\$ 75.73
Assistant District Attorney		Bi-weekly	\$ 4,654	\$ 4,747	\$ 4,887	\$ 4,984	\$ 5,131	\$ 5,234	\$ 5,388	\$ 5,495	\$ 5,657	\$ 5,770	\$ 5,932	\$ 6,059
Director of Behavioral Health		Monthly	\$ 10,084	\$ 10,285	\$ 10,588	\$ 10,800	\$ 11,117	\$ 11,340	\$ 11,673	\$ 11,907	\$ 12,257	\$ 12,502	\$ 12,852	\$ 13,107
Director of Community Development		Annual	\$ 121,004	\$ 123,424	\$ 127,054	\$ 129,595	\$ 133,406	\$ 136,074	\$ 140,077	\$ 142,879	\$ 147,081	\$ 150,233	\$ 153,485	\$ 156,737
Director of Public Health		Annual	\$ 121,004	\$ 123,424	\$ 127,054	\$ 129,595	\$ 133,406	\$ 136,074	\$ 140,077	\$ 142,879	\$ 147,081	\$ 150,233	\$ 153,485	\$ 156,737
Chief Probation Officer	19	Hourly	\$ 61.08	\$ 62.31	\$ 64.14	\$ 65.42	\$ 67.34	\$ 68.69	\$ 70.71	\$ 72.13	\$ 74.25	\$ 75.73	\$ 77.96	\$ 79.52
Undersheriff		Bi-weekly	\$ 4,887	\$ 4,984	\$ 5,131	\$ 5,234	\$ 5,388	\$ 5,495	\$ 5,657	\$ 5,770	\$ 5,932	\$ 6,059	\$ 6,231	\$ 6,368
		Monthly	\$ 10,588	\$ 10,800	\$ 11,117	\$ 11,340	\$ 11,673	\$ 11,907	\$ 12,257	\$ 12,502	\$ 12,852	\$ 13,107	\$ 13,462	\$ 13,717
		Annual	\$ 127,054	\$ 129,595	\$ 133,406	\$ 136,074	\$ 140,077	\$ 142,879	\$ 147,081	\$ 150,233	\$ 154,435	\$ 157,524	\$ 161,613	\$ 165,702
Director of Emergency Management	20	Hourly	\$ 64.14	\$ 65.42	\$ 67.34	\$ 68.69	\$ 70.71	\$ 72.13	\$ 74.25	\$ 75.73	\$ 77.96	\$ 79.52	\$ 81.75	\$ 83.49
Director of Public Works / Road Operations		Bi-weekly	\$ 5,131	\$ 5,234	\$ 5,388	\$ 5,495	\$ 5,657	\$ 5,770	\$ 5,932	\$ 6,059	\$ 6,231	\$ 6,368	\$ 6,540	\$ 6,677
		Monthly	\$ 11,117	\$ 11,340	\$ 11,673	\$ 11,907	\$ 12,257	\$ 12,502	\$ 12,852	\$ 13,107	\$ 13,462	\$ 13,817	\$ 14,172	\$ 14,527
		Annual	\$ 133,406	\$ 136,074	\$ 140,077	\$ 142,879	\$ 147,081	\$ 150,233	\$ 154,435	\$ 157,524	\$ 161,613	\$ 165,702	\$ 169,791	\$ 173,880
Assistant County Administrative Officer	21	Hourly	\$ 67.34	\$ 68.69	\$ 70.71	\$ 72.13	\$ 74.25	\$ 75.73	\$ 77.96	\$ 79.52	\$ 81.75	\$ 83.49	\$ 85.72	\$ 87.46
Chief People Officer		Bi-weekly	\$ 5,388	\$ 5,495	\$ 5,657	\$ 5,770	\$ 5,932	\$ 6,059	\$ 6,231	\$ 6,368	\$ 6,540	\$ 6,677	\$ 6,850	\$ 6,987
District Attorney		Monthly	\$ 11,673	\$ 11,907	\$ 12,257	\$ 12,502	\$ 12,852	\$ 13,107	\$ 13,462	\$ 13,817	\$ 14,172	\$ 14,527	\$ 14,882	\$ 15,237
Director of Finance		Annual	\$ 140,077	\$ 142,879	\$ 147,081	\$ 150,233	\$ 154,435	\$ 157,524	\$ 161,613	\$ 165,702	\$ 170,791	\$ 174,980	\$ 179,169	\$ 183,358
Director of Information Technology		Annual	\$ 140,077	\$ 142,879	\$ 147,081	\$ 150,233	\$ 154,435	\$ 157,524	\$ 161,613	\$ 165,702	\$ 170,791	\$ 174,980	\$ 179,169	\$ 183,358
Sheriff-Coroner		Annual	\$ 140,077	\$ 142,879	\$ 147,081	\$ 150,233	\$ 154,435	\$ 157,524	\$ 161,613	\$ 165,702	\$ 170,791	\$ 174,980	\$ 179,169	\$ 183,358
Social Services Director		Annual	\$ 140,077	\$ 142,879	\$ 147,081	\$ 150,233	\$ 154,435	\$ 157,524	\$ 161,613	\$ 165,702	\$ 170,791	\$ 174,980	\$ 179,169	\$ 183,358
	22	Hourly	\$ 70.71	\$ 72.13	\$ 74.25	\$ 75.73	\$ 77.96	\$ 79.52	\$ 81.75	\$ 83.49	\$ 85.72	\$ 87.46	\$ 89.69	\$ 91.43
		Bi-weekly	\$ 5,657	\$ 5,770	\$ 5,932	\$ 6,059	\$ 6,231	\$ 6,368	\$ 6,540	\$ 6,677	\$ 6,850	\$ 6,987	\$ 7,160	\$ 7,297
		Monthly	\$ 12,257	\$ 12,502	\$ 12,852	\$ 13,107	\$ 13,462	\$ 13,817	\$ 14,172	\$ 14,527	\$ 14,882	\$ 15,237	\$ 15,592	\$ 15,947
		Annual	\$ 147,081	\$ 150,233	\$ 154,435	\$ 157,524	\$ 161,613	\$ 165,702	\$ 170,791	\$ 174,980	\$ 179,169	\$ 183,358	\$ 187,547	\$ 191,736
	23	Hourly	\$ 74.25	\$ 75.73	\$ 77.96	\$ 79.52	\$ 81.75	\$ 83.49	\$ 85.72	\$ 87.46	\$ 89.69	\$ 91.43	\$ 93.66	\$ 95.40
		Bi-weekly	\$ 5,940	\$ 6,059	\$ 6,231	\$ 6,368	\$ 6,540	\$ 6,677	\$ 6,850	\$ 6,987	\$ 7,160	\$ 7,297	\$ 7,470	\$ 7,607
		Monthly	\$ 12,870	\$ 13,127	\$ 13,513	\$ 13,783	\$ 14,189	\$ 14,472	\$ 14,898	\$ 15,196	\$ 15,543	\$ 15,890	\$ 16,237	\$ 16,584
		Annual	\$ 154,435	\$ 157,524	\$ 162,156	\$ 165,399	\$ 169,264	\$ 173,264	\$ 177,399	\$ 181,664	\$ 186,059	\$ 190,584	\$ 195,239	\$ 199,924
	24	Hourly	\$ 77.96	\$ 79.52	\$ 81.75	\$ 83.49	\$ 85.72	\$ 87.46	\$ 89.69	\$ 91.43	\$ 93.66	\$ 95.40	\$ 97.63	\$ 99.37
		Bi-weekly	\$ 6,237	\$ 6,362	\$ 6,549	\$ 6,680	\$ 6,876	\$ 7,014	\$ 7,220	\$ 7,364	\$ 7,511	\$ 7,660	\$ 7,811	\$ 7,964
		Monthly	\$ 13,513	\$ 13,783	\$ 14,189	\$ 14,472	\$ 14,898	\$ 15,196	\$ 15,543	\$ 15,890	\$ 16,237	\$ 16,584	\$ 16,931	\$ 17,278
		Annual	\$ 162,156	\$ 165,399	\$ 170,264	\$ 173,669	\$ 177,777	\$ 181,613	\$ 185,280	\$ 189,169	\$ 193,280	\$ 197,613	\$ 202,168	\$ 206,944
County Administrative Officer	25	Hourly	\$ 81.75	\$ 83.49	\$ 85.72	\$ 87.46	\$ 89.69	\$ 91.43	\$ 93.66	\$ 95.40	\$ 97.63	\$ 99.37	\$ 101.60	\$ 103.34
County Counsel		Bi-weekly	\$ 6,549	\$ 6,680	\$ 6,876	\$ 7,014	\$ 7,220	\$ 7,364	\$ 7,511	\$ 7,660	\$ 7,811	\$ 7,964	\$ 8,119	\$ 8,274
		Monthly	\$ 14,189	\$ 14,472	\$ 14,898	\$ 15,196	\$ 15,543	\$ 15,890	\$ 16,237	\$ 16,584	\$ 16,931	\$ 17,278	\$ 17,625	\$ 17,972
		Annual	\$ 170,264	\$ 173,669	\$ 178,777	\$ 182,353	\$ 187,116	\$ 191,470	\$ 195,505	\$ 199,280	\$ 203,280	\$ 207,505	\$ 211,954	\$ 216,629
	26	Hourly	\$ 85.72	\$ 87.46	\$ 89.69	\$ 91.43	\$ 93.66	\$ 95.40	\$ 97.63	\$ 99.37	\$ 101.60	\$ 103.34	\$ 105.57	\$ 107.31
		Bi-weekly	\$ 6,876	\$ 7,014	\$ 7,220	\$ 7,364	\$ 7,511	\$ 7,660	\$ 7,811	\$ 7,964	\$ 8,119	\$ 8,274	\$ 8,429	\$ 8,584
		Monthly	\$ 14,898	\$ 15,196	\$ 15,543	\$ 15,890	\$ 16,237	\$ 16,584	\$ 16,931	\$ 17,278	\$ 17,625	\$ 17,972	\$ 18,319	\$ 18,666
		Annual	\$ 178,777	\$ 182,353	\$ 187,116	\$ 191,470	\$ 195,505	\$ 199,280	\$ 203,280	\$ 207,505	\$ 211,954	\$ 216,629	\$ 221,513	\$ 226,428
Public Health Officer	27	Hourly	\$ 90.25	\$ 92.05	\$ 94.76	\$ 96.66	\$ 99.50	\$ 101.47	\$ 103.50	\$ 105.57	\$ 107.69	\$ 109.86	\$ 112.08	\$ 114.35
		Bi-weekly	\$ 7,220	\$ 7,364	\$ 7,581	\$ 7,732	\$ 7,960	\$ 8,119	\$ 8,358	\$ 8,525	\$ 8,776	\$ 8,951	\$ 9,181	\$ 9,411
		Monthly	\$ 15,643	\$ 15,956	\$ 16,425	\$ 16,734	\$ 17,246	\$ 17,591	\$ 18,109	\$ 18,471	\$ 18,933	\$ 19,395	\$ 19,857	\$ 20,319
		Annual	\$ 187,116	\$ 191,470	\$ 197,102	\$ 201,044	\$ 206,957	\$ 211,096	\$ 217,305	\$ 221,613	\$ 228,170	\$ 232,733	\$ 239,573	\$ 244,712
	28	Hourly	\$ 94.76	\$ 96.66	\$ 99.50	\$ 101.47	\$ 103.50	\$ 105.57	\$ 107.69	\$ 109.86	\$ 112.08	\$ 114.35	\$ 116.62	\$ 118.89
		Bi-weekly	\$ 7,581	\$ 7,732	\$ 7,960	\$ 8,119	\$ 8,358	\$ 8,525	\$ 8,776	\$ 8,951	\$ 9,215	\$ 9,399	\$ 9,673	\$ 9,857
		Monthly	\$ 16,425	\$ 16,754	\$ 17,246	\$ 17,591	\$ 18,109	\$ 18,471	\$ 18,933	\$ 19,395	\$ 19,857	\$ 20,319	\$ 20,781	\$ 21,243
		Annual	\$ 197,102	\$ 201,044	\$ 206,957	\$ 211,096	\$ 217,305	\$ 221,613	\$ 228,170	\$ 232,733	\$ 239,573	\$ 244,712	\$ 250,851	\$ 256,990
	29	Hourly	\$ 99.50	\$ 101.47	\$ 104.47	\$ 106.56	\$ 109.70	\$ 111.89	\$ 114.18	\$ 116.57	\$ 119.06	\$ 121.65	\$ 124.34	\$ 127.03
		Bi-weekly	\$ 7,960	\$ 8,119	\$ 8,358	\$ 8,525	\$ 8,776	\$ 8,951	\$ 9,215	\$ 9,399	\$ 9,673	\$ 9,857	\$ 10,131	\$ 10,315
		Monthly	\$ 17,246	\$ 17,591	\$ 18,109	\$ 18,471	\$ 19,014	\$ 19,395	\$ 19,857	\$ 20,319	\$ 20,781	\$ 21,243	\$ 21,705	\$ 22,167
		Annual	\$ 206,957	\$ 211,096	\$ 217,305	\$ 221,613	\$ 228,170	\$ 232,733	\$ 239,573	\$ 244,712	\$ 250,851	\$ 256,990	\$ 263,129	\$ 269,268
	30	Hourly	\$ 104.47	\$ 106.56	\$ 109.70	\$ 111.89	\$ 114.18	\$ 116.57	\$ 119.06	\$ 121.65	\$ 124.34	\$ 127.03	\$ 129.82	\$ 132.61
		Bi-weekly	\$ 8,358	\$ 8,525	\$ 8,776	\$ 8,951	\$ 9,215	\$ 9,399	\$ 9,673	\$ 9,857	\$ 10,131	\$ 10,315	\$ 10,599	\$ 10,783
		Monthly	\$ 18,109	\$ 18,471	\$ 19,014	\$ 19,395	\$ 19,857	\$ 20,319	\$ 20,781	\$ 21,243	\$ 21,705	\$ 22,167	\$ 22,629	\$ 23,091
		Annual	\$ 217,305	\$ 221,613	\$ 228,170	\$ 232,733	\$ 239,573	\$ 244,712	\$ 250,851	\$ 256,990	\$ 263,129	\$ 269,268	\$ 275,407	\$ 281,546



RESOLUTION NO. R23-

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS APPROVING SECOND AMENDMENT TO
THE EMPLOYMENT AGREEMENT WITH KATHRYN E. PETERSON
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 Employment Agreement of Kathryn E. Peterson, adopted by Resolution R21-05 on January 5, 2021, and first amended by Resolution R22-105, on October 4, 2022, is hereby amended as set forth in the Agreement and Second Amendment to Employment Agreement of Kathryn E. Peterson (“Second Amendment”), a copy of which is attached hereto as an exhibit, incorporated herein by this reference as though fully set forth. The Chair of the Board of Supervisors shall execute said Second Amendment on behalf of the County.

PASSED AND ADOPTED this 7th day of February 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
Clerk of the Board

Rhonda Duggan, Chair
Board of Supervisors

APPROVED AS TO FORM:

COUNTY COUNSEL

**AGREEMENT AND SECOND AMENDMENT TO
AGREEMENT REGARDING EMPLOYMENT
OF KATHRYN E. PETERSON**

This Agreement and Second Amendment is entered into by and between Kathryn E. Peterson (Ms. Peterson) and the County of Mono (collectively “the parties”) for the purpose of amending the Employment Agreement of Kathryn E. Peterson as Social Services Director entered into on or about January 5, 2021 (“the Agreement”) and first amended on or about October 4, 2022 (“the First Amendment”) to memorialize Ms. Peterson’s additional appointment as Interim Public Health Director.

I. RECITALS

- A. The County currently employs Ms. Peterson as its Social Services Director and Interim Public Health Director in accordance with the terms and conditions of the Agreement and the First Amendment.
- B. On November 8, 2022, the Board of Supervisors adopted Ordinance ORD22-11 to add Chapter 2.90 to the Mono County Code “Public Administrator/Public Guardian”.
- C. Chapter 2.90 established the Office of the Public Guardian/Public Administrator (PA/PG) for Mono County and assigned the duties of Public Conservator to the combined PA/PG Office (collectively “PA/PG/PC”). Chapter 2.90 authorized the Board to appoint a single executive head to lead that Office, specifying that that individual may be a County department head.
- D. The Board of Supervisors has designated the Director of Social Services as the ex officio PA/PG/PC, updated the County’s salary matrix to reflect that change, and concurrently wishes to amend the Agreement and the First Amendment to recognize and provide for the additional duties of PA/PG/PC.

II. AGREEMENT

NOW, THEREFORE, the parties agree to amend the Agreement and the First Amendment (where noted) as follows:

- 1. The following is added to Section 2 of the Agreement, as an addition to the language previously added by the First Amendment:

“Notwithstanding anything to the contrary contained in this Agreement, commencing on February 15, 2023, Ms. Peterson shall assume the duties of Public Administrator, Public Guardian and Public Conservator of Mono County as a part of her regular role as Social Services Director.”

2. The entirety of Section 3 of the Agreement, including as modified by the First Amendment, shall be replaced with the following:

“Effective February 15, 2023, Ms. Peterson’s salary as Social Services Director (which includes the duties of Public Administrator, Public Guardian and Public Conservator) shall be Range 21, Step D, as set forth in the “Resolution Adopting and Implementing a Salary Matrix applicable to At-Will Employee and Elected Department Head Positions” (Resolution R22-139 adopted on December 20, 2022, hereinafter the “*Salary Matrix*”) and shall be modified as provided in the Salary Matrix and the “Policy Regarding Compensation of At-Will and Elected Management Level Officers and Employees” adopted by Resolution R21-44 on June 15, 2021, (hereinafter the “*Management Compensation Policy*”) and as same may be amended or updated from time to time and unilaterally implemented by the County.

Notwithstanding the foregoing, during such time as Ms. Peterson continues to also serve as Interim Director of Public Health, her salary shall be \$186,830. In the event the Board or CAO notify Ms. Peterson that her services as Interim Public Health Director are no longer required, this paragraph shall sunset, effective on the date she ceases to render Interim Public Health Director services.”

3. All other provisions of the Agreement and the First Amendment not hereby amended shall remain in full force and effect.

III. EXECUTION:

The parties hereby execute this Agreement and Second Amendment, this 7th day of February, 2023.

EMPLOYEE

THE COUNTY OF MONO

Kathryn E. Peterson

Rhonda Duggan, Chair
Board of Supervisors

APPROVED AS TO FORM:

County Counsel

**MEMORANDUM OF UNDERSTANDING BETWEEN
MONO COUNTY’S OFFICE OF THE PUBLIC GUARDIAN
AND DEPARTMENT OF BEHAVIORAL HEALTH
FOR COLLABORATION IN THE PROVISION OF
LPS CONSERVATORSHIP SERVICES**

RECITALS

WHEREAS, Welfare and Institutions Code section 5351 authorizes the Board of Supervisors to designate the agency to act as the office providing conservatorship investigation pursuant to applicable provisions of the Lanterman-Petris-Short Act (Welfare and Institutions Code sections 5000 et seq.) (“LPS Act”) and further authorizes the Board of Supervisors to designate that conservatorship services be provided by the Public Guardian or agency providing public guardian services; and

WHEREAS, with the support of the Mono County Behavioral Health Department (MCBH), the Mono County Board of Supervisors has created an Office of the Public Guardian for Mono County, appointed the Director of the Department of Social Services (DSS) as the Public Guardian (PG), and has authorized the Public Guardian to provide public conservatorship services; and

WHEREAS, historically, MCBH has provided public conservatorship services for individuals conserved under the LPS Act and has paid for such services using MCBH funds; and

WHEREAS, in light of the transfer of these responsibilities to the Office of the PG it is now appropriate to define the roles of MCBH and the PG with respect to the establishment, administration and funding of LPS Act conservatorships;

NOW THEREFORE, the parties agree as follows:

This Memorandum of Understanding (MOU) is made and entered into by and between the PG and MCBH to memorialize the long history of a successful partnership in regard to the provision of public conservatorship services.

I. PURPOSE

The Mono County Public Guardian will provide conservatorship services for Mono County residents who are gravely disabled (unable to provide for their food, clothing, or shelter) due to a mental disorder or chronic alcoholism and who have been found by the superior court to be unable or unwilling to accept voluntary treatment. The purpose of this MOU is to establish a dual agency collaborative process to support timely level of care decisions for appropriate treatment and care of public conservatees.

II. PROCEDURAL TERMINOLOGY

“*Petition*” The initial documentation which must be filed with the superior court to initiate the LPS conservatorship process.

“Temporary Conservatorship” Pursuant to Welfare & Institutions Code section 5352.1, a temporary conservatorship may be established by the court for a period not to exceed 30 days and a temporary conservator may be appointed on the basis of a comprehensive report of the officer providing conservatorship investigation or on the basis of an affidavit of the professionally qualified person who recommended conservatorship, stating the reasons for his or her recommendation. During this 30-day period, the PG continues to investigate the needs of the temporary conservatee and seeks to protect and care for the person and his/her finances if temporary conservatorship of estate is court ordered.

“LPS Conservatorship” Prior to the conclusion of the 30-day temporary conservatorship, the PG (or his or her designee) files a conservatorship investigation report with the superior court containing all the elements required pursuant to Welfare and Institutions Code section 5354(a).

After hearing, if the court determines that the person with mental illness is gravely disabled, the court may establish an LPS Conservatorship and appoint the PG to serve as conservator. The LPS conservatorship lasts for a period of one year.

“Annual Review” An LPS conservatorship must be reviewed annually.

“Renewal/Reappointment” If the PG determines that a conservatorship will be required beyond the one-year period, the PG may petition the superior court for reappointment as conservator for a succeeding one-year period. The petition must be filed at least 6-8 weeks prior to the annual renewal date to allow time for the LPS petition to be filed and heard before the annual renewal date’s expiration. The petition must include the opinion of two physicians or licensed psychologists as required by Welfare and Institutions Code section 5361.

“Discharge Planning” MCBH will do the following to coordinate a transition from one level of care to another, with the following goals in mind:

- § Assisting with re-entry to the community
- § Providing the support needed to sustain the progress that was achieved during the in-patient care.
- § Achieving continuity and coordination of care and treatment
- § Providing and mobilizing a level of support that corresponds to what the patient would need for community living
- § Minimizing the chances of relapse or immediate return to the hospital by making appropriate placement referrals.
- § Preventing homelessness, suicide and/or being criminalized see above
- § Ensuring early intervention during crisis and relapse
- § Optimal health and well-being of the patient

III. LPS REFERRAL PROCESS

A. Filing for a Temporary Conservatorship

1. A temporary conservatorship (hereinafter referred to as a “T-Con”) may originate as a referral from MCBH, an acute psychiatric facility or other facility in which psychiatric treatment has been provided, from a superior court, or from an in-custody evaluation in the Mono County Jail. When MCBH receives a referral packet from a treating psychiatric facility, or designated entity, MCBH will conduct a professional assessment regarding the client’s ability to provide for his/her basic needs of food, clothing, and shelter and if in agreement with the referring party that an LPS Conservatorship is appropriate forwards the required documentation in the referral packet, including the physician's declaration, justification, and recommendation for conservatorship that establishes the presence of grave disability to the PG. The referral packet will include the following documents:

- a. LPS Referral Form ([Attachment #1](#))
- b. Investigation Questionnaire ([Attachment #2](#))
- c. Copy of the 5150 Application ([Attachment #3](#))
- d. Copy of the Notice of 14-Day Certification (5250) ([Attachment #4](#))
- e. Copy of the Certification Review Hearing Record and Decision (5250) (Attachment #5-pending)
- f. Copy of the Notice of Additional 30-Day Certification (5270), (if applicable)
- g. Copy of the Certification Review Hearing Record and Decision on the 5270, if applicable
- h. Copy of the 5-Day Notice of Intent to Establish a T-con ([Attachment #6](#))
- i. Copy of the Riese Hearing Order (if applicable) (Attachment #7-pending)
- j. Copy of Medication Sheets (Attachment #8-pending)
- k. Copy of Progress Notes (Attachment #9-pending)
- l. Copy of History and Physical (Attachment #10-pending)
- m. Copy of Physician’s Declaration ([Attachment #11](#))
- n. Copy of Physician’s Declaration: Treatment Consent Capacity ([Attachment #12](#))

2. Upon receipt of the LPS Referral Packet from MCBH, the PG will review the documents and interview the proposed Conservatee to determine if he/she has a viable plan to meet his/her needs for food, clothing or shelter.

3. If a petition is warranted, the PG shall file with the Superior Court the LPS petition.. The PG will then schedule T-Con hearing. The PG will provide copies of the petition to the individual who originally recommended conservatorship, to the person or agency, if any, recommended to serve as conservator, (if the PG is not going to serve), and to the person recommended for

conservatorship (Conservatee). The PG will also forward a copy of all necessary conservatorship petition documents to MCBH.

IV. TEMPORARY CONSERVATORSHIP (T-CON)

1. While a T-Con is being initiated, MCBH will continue with mental health discharge planning services and advise the PG of any change in client status within 24 hours.

2. Third-Party Assistance (W&I Code Section 5250 (d) (1). During the Temporary Conservatorship phase, the MCBH will explore if there are any appropriate family members or friends who can provide third party assistance. If there is a person interested in providing third party assistance, MCBH will complete the assessment to determine the ability of that party to provide for basic needs of food, clothing, shelter and prescribed medication and will discuss it with the PG. If the PG agrees, the PG will recommend to the court to dismiss the petition.

3. PG will provide to the court a comprehensive, written investigation report pursuant to W&I Code Section 5354.

4. Upon notification by the PG that a T-Con is in place, or earlier, MCBH will begin to search for an appropriate psychiatric placement in one of the following: Institute for Mental Disease (IMD), State Hospital, Augmented Board and Care, Secured Perimeter Skilled Nursing Facility, Mental Health Rehabilitation Center or a regular Board and Care.

5. Once an appropriate psychiatric placement is identified by MCBH, MCBH will consult with the PG to obtain the PG's approval for the placement. The PG will complete the relevant paperwork and coordinate the necessary authorization for treatment with the placement facility.

6. MCBH will coordinate with the psychiatric placement and the treating psychiatric facility to arrange and/or ensure the transfer of the temporary conservatee to the psychiatric placement.

7. MCBH will arrange transportation of the temporary conservatee to the psychiatric placement.

V. LPS CONSERVATORSHIP HEARINGS

A. Participation in Court Proceedings.

1. Once notified by the PG of the conservatorship hearing date, MCBH will attend all hearings and coordinate transportation of the temporary conservatee to the hearing as needed.

2. MCBH will ensure that all necessary documentation, including but not limited to medical/treatment records and declarations of treatment personnel, is provided to the PG no less than the two weeks before the conservatorship hearing.

3. The PG shall participate in all court conservatorship proceedings. The PG shall notify MCBH of all court approvals as they occur throughout the conservatorship process.

B. Contested Hearings:

1. The PG shall rely upon mental health information received or created by MCBH in the preparation of reports to be submitted in the course of a contested hearing.
2. The PG will notify MCBH within seventy-two hours of its receipt of notice that a contested hearing has been requested.
3. MCBH shall arrange for the treating physician to testify at the hearing.

C. Management of Legal Calendars of the Proceedings and Provision of Notice

1. Calendars. It is the PG's responsibility to manage court calendars, which include court hearings, and LPS Renewal dates.

2. Notification: County Counsel is responsible for ensuring all legal notices are sent timely. PG will provide reasonable advance notice to MCBH of all hearing dates. The PG will timely notify clients, potential witnesses (physicians and facility staff) regarding all hearings and court procedures. The PG will locate and notify relatives as required by law.

3. Annual Conservatorship Review. The PG will notify MCBH no less than ninety (90) days before the impending annual conservatorship review hearing date.

VI. ASSET MANAGEMENT SERVICES

1. MCBH shall notify the PG whenever MCBH becomes aware that the conservatee is in need of money for basic necessities.

2. Inventory and Appraisals. If the PG is appointed the Conservator of Estate and a client has personal property and/or real property, the PG will conduct an investigation (or request that a third party conduct one) to identify all estate assets and the PG will prepare an Inventory and Appraisal (I&A). If there are items listed on Attachment #2, the PG will send the I&A to the Probate Referee (per Probate Code Section 8902) for an appraisal of those items. Once the PG receives the I&A appraisal back from the Probate Referee, the PG will file the I&A with the court within 90 days of the Conservatorship Appointment date.

3. Accountings. When appointed the Conservator of Estate, the PG will keep regular accountings of revenue and expenses of the Conservatee's estate, take the lead role in audits instituted by the Internal Revenue Service, the State of California, the Social Security Administration, and/or the Veterans Administration and supply accountings to the superior court when required by law or otherwise requested by the superior court. The PG shall ensure that all bills of conserved clients are paid in a timely manner, including the monthly Share of Cost billing to MCBH from the conservatee's estate. The PG shall obtain all necessary W-9 forms from vendors.

4. The PG will maintain real and personal property up to code within resources of Conservatee.

5. The PG will sell personal and real property, when necessary for the care of the Conservatee, per Probate Code Sections 2545 and 2540 (b) respectively and/or abandon personal property of no value per Probate Code Section 2465.

6. The PG will coordinate with the family, the mortuary, and/or Coroner regarding burial arrangements.

7. *Application for Medical Benefits.* When necessary, the PG will apply for medical benefits for the Conservatee, complete redetermination paperwork, and find supplemental coverage when needed. The PG will notify MCBH and the Conservatee of all changes with their medical coverage.

8. *Social Security Coverage.* When applicable, the PG will complete Social Security Administration (SSA) applications and renewals for Conservatees, and participate in Conservatees' ongoing SSA audits.

9. *Veterans Administration (VA) Benefits.* When applicable, the PG will complete VA applications for Conservatees and participate in Conservatees' ongoing VA accountings/audits.

10. *Spending Allowances.* The PG will approve spending allowances, approve purchases, and shop for Conservatees who are unable to do so themselves. MCBH will assist the client in obtaining needed items. If a Conservatee does not have sufficient funds to cover needed additional items, other funding sources will be identified by MCBH.

11. *Managing Resources.* With proper documentation of monthly Share of Cost billing received from MCBH, the PG will manage and disperse funding as necessary from Conservatee accounts to ensure Conservatees who receive SSI benefits remain under the \$2,000.00 value limit so they are not at risk of losing their social security income. If the Conservatee only receives Medi-Cal benefits (not SSI), the spend down limit is \$130,000.

VII. CASE MANAGEMENT SERVICES

1. *Client Interaction.* MCBH will conduct in-person visits with Conservatees a minimum of every 90 days to check in and address their needs, and will provide a written summary of the visit to the PG. Additional interactions can be via phone, in person, or video conferencing.

2. *MCBH and PG Case Conferencing.* Monthly, or more often as needed, MCBH and PG will meet to ensure ongoing coordination and communication of Conservatees' needs, updates and changes.

3. *Day Passes.* If an out-of-county facility requests a day pass for a Conservatee, the PG, MCBH and the facility's Case Manager will consult regarding the request. In all cases, MCBH's and the facility's recommendation will be taken into consideration before final decision. Once approved, the PG will execute any necessary paperwork for the facility.

4. *Medical Consent.* The PG will provide medical consent forms to appropriate doctors, agencies, or hospitals when necessary for the Conservatee.

5. *Routine Medical Treatment.* The PG will authorize routine medical treatment in a timely manner when notified by treatment staff at a facility or hospital.
6. *Non-Routine Medical Treatment* The PG will facilitate obtaining relevant Doctors' Declarations and filing a petition for court authorization for all non-routine (invasive) medical treatment in a timely manner.
7. *Housing.* MCBH will arrange Conservatee housing as needed and as appropriate, after consultation with current psychiatric placement, the PG and the Conservatee.
8. *Housing Subsidies.* MCBH will provide housing subsidies based upon the Conservatee's financial need and eligibility to receive housing services.
9. *Treatment Services.* MCBH will coordinate Conservatee's enrollment in treatment services including mental health services, substance use services, medication management, independent living skills, and referrals to outside providers as need indicates.
10. *Psychiatric/Medical Placements.* The PG and MCBH will meet to collaborate regarding psychiatric/medical placements when determined by a treating physician to be necessary.
11. *Case Management Calendars.* The PG will be responsible for maintaining public benefit spend downs, homeowner's insurance renewals, if applicable, and other recurring items related to the estate.

VIII. ANNUAL CONSERVATORSHIP REVIEW

1. The PG will track the LPS annual renewal dates for each Conservatee.
2. Ninety days before the annual renewal date, the PG will send a notice to MCBH that the Conservatee's annual renewal date is pending and request the client be evaluated by MCBH and the treating physician to determine if client still meets criteria for LPS.
3. If the recommendation by the treating physician and MCBH is to renew the conservatorship, MCBH will consult with the PG. If the PG agrees to renewing the Conservatorship, MCBH will work with the placement facility and treating physician to arrange for a review/assessment to be conducted by two licensed psychologists or psychiatrists. The review/assessments will be completed in person or via a HIPAA-compliant TeleHealth platform. If necessary, MCBH will schedule the review/ assessment with a MCBH contracted psychologist or psychiatrist and transport the Conservatee to and from the evaluation.
5. MCBH will ensure that all relevant treatment and psychiatric placement records are forwarded to the evaluators.
6. MCBH will forward the following completed renewal documents to the PG at least 60 days before the Conservatorship renewal date:

a. Doctor's Renewal Declaration ([Attachment #13](#)) - includes an Inability to Attend Declaration

b. Renewal Petition ([Attachment #14](#))

c. Treatment Consent ([Attachment #15](#))

7. County Counsel will schedule the renewal hearing with the Superior Court and notify MCBH of the date upon receipt of the renewal documents.

8. MCBH will notify the psychiatric placement and treating physician of the hearing date, and coordinate transport of the client to and from the evaluation appointment.

9. If the initial evaluator's report recommends termination of the conservatorship, MCBH will notify the PG in writing as soon as possible.

10. The PG will take no action if the recommendation is to terminate the conservatorship, allowing the conservatorship to terminate by operation of law.

11. If there was a Conservatorship of Estate, the PG will file a final accounting and a Request for Discharge.

IX. CONTESTED RENEWAL HEARINGS

1. Once notified by the PG of a contested hearing, MCBH will arrange an evaluation, conducted by a licensed psychologist or psychiatrist, to determine the appropriateness of a conservatorship. MCBH will submit a report to the PG within two weeks of notification.

2. MCBH will arrange transport of the client to and from the evaluation as needed. (Transportation process to be determined)

3. MCBH will ensure that all written reports are forwarded to the PG two weeks prior to the hearing for inclusion in its report to the Court.

4. MCBH shall arrange for the treating physician to testify at the hearing.

X. PENAL CODE SECTION 1370 PROCEEDINGS

1. When a client is deemed to be incompetent to stand trial, and unlikely to be restored to competency, the court will initiate a conservatorship investigation. Once notified by the PG of that action, MCBH will then schedule an evaluation by a professional meeting all statutory qualification requirements who is experienced in identifying a grave disability due to mental illness.

2. MCBH will ensure that all written reports are forwarded to the PG two weeks prior to the hearing for timely filing with the court.
3. If, after the professional evaluation is completed and reviewed, it appears reasonably foreseeable that a State Hospital placement will be recommended, MCBH will initiate the application process as soon as reasonably possible.
4. Once a conservatorship is established, MCBH shall take all necessary steps to finalize psychiatric placement efforts for the client.

XI. MUTUAL OBLIGATIONS OF THE PARTIES

A. Communication Between the Parties

Both the PG and MCBH acknowledge and agree that regular, timely, and accurate communication is necessary in order to ensure that conservatees receive the comprehensive and responsive care to which they are entitled. To that end, the parties agree they will meet monthly for a case conference on each Conservatee, agree that each has an obligation to timely share with each other all relevant information related to a conservatee's conservatorship proceedings, treatment, placement, and service needs and each shall make all reasonable efforts to continually meet said obligation.

The PG and MCBH agree to provide access to each other's case file information.

B. Collaborative Approach

Both the PG and MCBH acknowledge and agree that the overarching goal of this MOU is to develop and maintain an effective collaborative response to needs of Conservatees and, to that end, hereby agree that each shall consistently perform their respective obligations under this MOU in such a manner as to advance that goal.

XII. GRIEVANCE

The parties agree to provide a procedure through which recipients of MOU services shall have the opportunity to grieve or complain regarding service.

XIII. TERM

This MOU shall commence on February 15, 2023, and shall continue until either party wishes to revisit terms. This MOU may be terminated by mutual decision of both parties, or by thirty (30) day written notice provided by either party. In the event of early termination, the PG shall be compensated at a prorated amount for services provided.

XIV. COMPENSATION

MCBH has agreed to compensate PG for the public conservatorship services it renders pursuant to the terms of this MOU (per W&I Code Section 5352.5). Compensation to PG shall not exceed _____ per fiscal year.

XV. SUBMISSION OF INVOICES

The PG shall submit a monthly IDS form to MCBH requesting \$_____, no later than the 20th of the month following the month in which services were provided, except for the months of May and June, which shall be submitted by June 5th. MCBH shall review and approve the PG's invoice and make payment within fifteen (15) days of approval.

XVII. INFORMATION INTEGRITY AND SECURITY

The parties ensure that personal, sensitive, and confidential information is protected from inappropriate or unauthorized access or disclosure in accordance with Welfare and Institutions Code Section 10850, PG MEDS Data Privacy and Security Agreement, Mono County Information Security Policy, Health Insurance Portability and Accountability Act (HIPAA), and all other applicable laws, regulations, and policies. Either party shall immediately notify the other party of any known or suspected breach of personal, sensitive, and confidential information related to work under this MOU.

XVIII. NON-DISCRIMINATION

The parties shall not unlawfully discriminate against any qualified worker or recipient of services because of race, religious creed, color, sex, sexual orientation, national origin, ancestry, physical disability, mental disability, medical condition, marital status, or age.

XIX. REPORTING REQUIREMENTS – SUSPECTED OR KNOWN ABUSE

A. Child Abuse.

The PG and MCBH shall ensure that all known or suspected instances of child abuse or neglect, as defined in Penal Code Section 11165, are reported to Child Welfare Services.

B. Elder Abuse.

The PG and MCBH shall ensure that all known or suspected instances of elder abuse as defined in Welfare and Institutions Code 15610, are reported to Adult Protective Services.

XX. ADHERENCE TO APPLICABLE DISABILITY LAW

The parties shall be responsible for knowing and adhering to the requirements of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, (42 U.S.C. Sections 12101, et seq.). California Government Code Sections 12920 et seq., and all related state and local laws.

XXI. HIPAA COMPLIANCE

The parties will adhere to Titles 9 and 22 and all other applicable Federal and State statutes and regulations, including the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and will make their best efforts to preserve data integrity and the confidentiality of protected health information.

XXII. CONFLICTING INTEREST

Neither MCBH nor its employees shall maintain or acquire during the term of this MOU, an interest, direct or indirect, which would conflict in any manner or degree with the performance of services hereunder.

XXIII. DISPUTE RESOLUTION

Although this MOU is expected to minimize disputes regarding what is a covered benefit under this agreement and what is not, it is expected that some disagreements may occur. Such disagreements should be resolved at the lowest level possible with the two departments and with a cooperative spirit. Should a dispute occur between workers of the respective departments, the next level Supervisor in each department should be consulted. It is the responsibility of these Supervisors to evaluate the case and determine the most appropriate handling of the matter.

XXIV. SEVERABILITY

If any provision of this MOU is held to be unenforceable, the remainder of this MOU shall be severable and not affected thereby.

XXV. MODIFICATION

This MOU may only be modified by a written amendment hereto, executed by both parties; however, matters concerning scope of services which do not affect the compensation may be modified by mutual written consent of the parties.

XXVI. NOTICES All notices

between the parties shall be in writing addressed as follows:

Public Guardian
P.O. Box 2969
Mammoth Lakes, CA 93546

Behavioral Health
P.O. Box 2619
Mammoth Lakes, CA 93546

This MOU constitutes the entire agreement between the parties regarding its subject matter and supersedes all prior contracts, related proposals, oral and written, and all negotiations, conversations, or discussions heretofore and between the parties.

Executed at Mammoth Lakes, California on .

PUBLIC GUARDIAN

Kathryn Peterson, Public Guardian

BEHAVIORAL HEALTH

Robin Roberts, MFT, Director

BOARD OF SUPERVISORS

Rhonda Duggan, Chair

APPROVED AS TO FORM

County Counsel

DRAFT



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 7, 2023

Departments: CAO

TIME REQUIRED 30 minutes

PERSONS APPEARING BEFORE THE BOARD Robert C. Lawton, CAO

SUBJECT Receive and Discuss Mono County Strategic Plan Progress Report

AGENDA DESCRIPTION:

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

The Board of Supervisors began development of the 2022-2024 Mono County Strategic Plan in the Summer of 2021. Following an intense and inclusive process, receiving input from County residents, staff and elected officials, the Board adopted the Plan on April 5, 2022. Staff returns to the Board today to provide a Progress Report on outcomes recommended in Strategic Plan, and to solicit Board input on future Plan activities and outcomes.

RECOMMENDED ACTION:

Staff recommends that the Board: 1) Receive the Strategic Plan Progress Report as attached; and 2) Discuss initial findings; and 3) Direct Staff to schedule a Strategic Plan Update Workshop during April, 2023 to propose and adopt a 2023-2025 Strategic Plan.

FISCAL IMPACT:

None noted.

CONTACT NAME: Cheyenne Stone

PHONE/EMAIL: 760-932-5408 / Cstone@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report - Progress Report Mono County Strategic Plan
Attachment A - Progress Report Mono County Strategic Plan
Attachment B - Mono County Strategic Plan 2022-2024

History

Time	Who	Approval
2/2/2023 11:25 AM	County Counsel	Yes
2/2/2023 6:52 AM	Finance	Yes
2/2/2023 6:00 PM	County Administrative Office	Yes



**COUNTY ADMINISTRATIVE OFFICER
COUNTY OF MONO**

Robert C. Lawton
PO Box 696
Bridgeport, CA 93517-0696
(760) 932-5410
rlawton@mono.ca.gov
www.mono.ca.gov

Date: February 7, 2023
To: The Honorable Mono County Board of Supervisors
From: Robert C. Lawton, County Administrator
Re: Strategic Plan Progress Report 2022-24

BOARD OF SUPERVISORS

CHAIR

Rhonda Duggan / District 2

VICE CHAIR

John Peters / District 4

Bob Gardner / District 3

Lynda Salcido / District 5

Jennifer Kreitz / District 1

COUNTY DEPARTMENTS

ASSESSOR

Hon. Barry Beck

DISTRICT ATTORNEY

Hon. David Anderson

SHERIFF / CORONER

Hon. Ingrid Braun

ANIMAL SERVICES

Chris Mokracek (Interim)

BEHAVIORAL HEALTH

Robin Roberts

COMMUNITY DEVELOPMENT

Wendy Sugimura

COUNTY CLERK-RECORDER

Scheereen Dedman

COUNTY COUNSEL

Stacey Simon, Esq.

ECONOMIC DEVELOPMENT

Jeff Simpson

EMERGENCY MEDICAL

SERVICES

Bryan Bullock

FINANCE

Janet Dutcher

CPA, CGFM, MPA

INFORMATION

TECHNOLOGY

Milan Salva (Interim)

PROBATION

Karin Humiston

PUBLIC HEALTH

Kathy Peterson (Interim)

PUBLIC WORKS

Paul Roten

SOCIAL SERVICES

Kathy Peterson

Recommended Action:

Staff recommends that your Board:

1. Receive the attached report on the progress of the 2022-24 Strategic Plan
2. Discuss possible revisions
3. Direct staff to schedule a facilitated workshop with your Board and County department heads during April, 2023 to propose revisions for adoption of a 2023-2024 Strategic Plan

Discussion

The Mono County 2022-2024 Strategic Plan Progress Report document communicates the Board's objectives for Mono County government in relation to the organization's mission, vision, and values. The Strategic Plan identifies the actions needed to achieve those goals and other critical elements developed during the planning and survey process. The Strategic Plan reflects the values the Board and staff subscribe in addressing the needs of Mono County's residents, visitors, and stakeholders.

The Strategic Plan is a pathway to future accomplishments. However, it does not relieve this organization from its parallel and ongoing responsibility to carry out hundreds of laws and mandates, encompassing more than half of our daily work lives. County employees assume these responsibilities concurrent with focusing on their respective Strategic Objectives.

I commend County staff, the Board of Supervisors, executive leadership, and community members for providing strategic planning input to drive a meaningful mission and set directions to work collaboratively in our County. In Attachment A I am pleased to share updates regarding progress toward the County's 2022-2024 Strategic Plan priorities and strategies.

Fiscal Impact

This update has no direct fiscal impact.

PROGRESS REPORT - 2022-2024 MONO COUNTY STRATEGIC PLAN ACTION ITEMS AS ADOPTED APRIL 5, 2022

STRATEGIC FOCUS AREA	OBJECTIVE	ACTION ITEM	OWNER	LEADS	TIME FRAME	STATUS AS OF 1/11/23
1 Safe and Healthy Communities	Behavioral Health Services Access	Continue to determine needs and enhance access to behavioral health services	Behavioral Health	Behavioral Health Advisory Board	December 2022	Ongoing. Report to Board spring/summer 2023
2 Safe and Healthy Communities	Behavioral Health Services Access	Develop a report to be delivered to the BOS that identifies overdose deaths and suicides (historical and current) in the county and recommended prevention actions	Behavioral Health	Behavioral Health Advisory Board	Completed	The report was presented to the BOS on November 8, 2022.
3 A Thriving Economy	Address shortage of affordable housing	Appoint a Board ad-hoc committee to review and visit other county affordable housing plans, funding and projects	Board of Supervisors	County Administration, Housing Opportunities Manager	Ongoing	A consultant has been hired to conduct a Pre-workshop pertaining to housing policy. Housing Workshop is tentatively scheduled for March 14, 2023.
4 Safe and Healthy Communities	Improve Rural Infrastructure	Through a current funding award, assess Special District Capacity and needs to support increased housing density	Community Development		Ongoing	June 2024: A consultant is under contract and baseline data collection is nearing completion.
5 A Thriving Economy	Address shortage of affordable housing	Hire a Housing Opportunities Manager to represent the organization	County Administration	Human Resources	Completed	
6 A Thriving Economy	Address shortage of affordable housing	Identify additional sources of funding to commit to affordable housing	County Administration	Housing Opportunities Manager	Ongoing	
7 Safe and Healthy Communities	Enhance Emergency Management functions	BOS approval of the creation of an Office of Emergency Management	County Administration		Completed	
8 Safe and Healthy Communities	Enhance Emergency Management functions	Recommend to the BOS necessary OEM funding for appropriate emergency functions	County Administration		Completed	
9 Safe and Healthy Communities	Enhance Emergency Management functions	Recruit and hire an Emergency Services Manager and staff as appropriate	County Administration	Human Resources	Completed	
10 Safe and Healthy Communities	Enhance Emergency Management functions	Subsequent to the current project implementing the early warning system, create an inventory of key evacuation routes	County Administration	Sheriff's Department, Public Works	Fall 2023	
11 Safe and Healthy Communities	Enhance the Quality of Life for our Children and Aging Population	Develop a comprehensive report to the Board that identifies current and potential future programs and policies that will enhance the quality of life for all in Mono County	County Administration	Public Health, CSOC, Social Services, Behavioral Health	Ongoing	<p>Departments are working together on a variety of matters/topics that meet this strategic plan goal. Mono Children's Summit: The Department in partnership with County leadership and other child-serving agencies participated in the planning and implementation of a Children's Summit to bring together community leaders and stakeholders to look at child well-being indicators for youth in Mono County.</p> <p>This event was held on July 13, 2022, at the Lee Vining Community Center and was well-attended by a group of approximately 40 service professionals from a cross-section of the County. Seventeen child well-being indicators were examined by the group and the following priority areas were identified: Child Care, School Readiness, Poverty, Social Emotional Health/Resilience, Housing, and Oral Health. The planning group will continue to meet in the latter half of this fiscal year to determine possible next steps.</p> <p>This event is but one step towards meeting the Mono County objective and associated action step to Develop a comprehensive report to the Board that identifies current and potential future programs and policies that will enhance the quality of life for all in Mono County.</p>
12 Safe and Healthy Communities	Improve Rural Infrastructure	Complete construction of the new jail	County Administration	Public Works, Sheriff's Dept.	June 2025	In process.
13 Safe and Healthy Communities	Improve Rural Infrastructure	Complete the Emergency Radio System	County Administration	Emergency Management	June 2023	The President signed the FY 2023 Omnibus Appropriations Bill on Thursday, December 29, 2022. This is the first step in initiating the process of implementing an Emergency Radio System.
14 Safe and Healthy Communities	Solid Waste Collection and Disposal	Develop a new countywide solid waste transfer and disposal system to replace Benton Crossing Landfill (slated to close 2023)	County Administration	Public Works	January 2023	Contracts approved.
15 Sustainable Public Lands	Fisheries	Explore partnership agreement(s) with organizations to enhance and sustain sport and recreational fishing along with long-term ecological considerations	County Administration	Economic Development	Ongoing	Continued dialog with CDFW, CalTrout, Trout Unlimited on angler and wildlife issues in Mono County including fishing regulations on the East Walker River. After many years of advocating a year-round fishing license was adopted by CDFW on January 1, 2023. Promoting sustainable catch-and-release fishing and promoted new winter fishing locations under the new fishing regulations.
16 Sustainable Public Lands	Preserve and protect public lands	Create a partnership with federal, local and state partners to identify an action plan to protect and preserve public lands	County Administration		In Process	
17 Sustainable Public Lands	Preserve and protect public lands	Identify local, state, federal and/or grant funding to apply toward protecting public lands	County Administration		In Process	CSAC has introduced a program supporting County efforts to attain state grant funding. In addition to working with CSAC, Mono County has contracted with TFG to support federal grant application efforts in this and other areas.

PROGRESS REPORT - 2022-2024 MONO COUNTY STRATEGIC PLAN ACTION ITEMS AS ADOPTED APRIL 5, 2022

STRATEGIC FOCUS AREA	OBJECTIVE	ACTION ITEM	OWNER	LEADS	TIME FRAME	STATUS AS OF 1/11/23
18 Sustainable Public Lands	Public Lands – Recreation and Tourism	Develop a Federal and State legislative platform seeking funding and legislative opportunities	County Administration		In Process	A Federal Legislative Platform prepared with TFG's support is introduced to your board at the January 17th meeting.
19 Workforce & Operational Excellence	Budget Process	Complete Budget Process enhancements and realignment in coordination with the Finance Director	County Administration	Finance Department	Completed	
20 Workforce & Operational Excellence	Enhance the effectiveness of Human Resources	Appoint a Director of Human Resources	County Administration		In Process	CAO has contracted with Wendi Brown Creative Partners (WBCP) Inc. to recruit a Chief People Officer. WBCP Inc. received 17 applications, and nine applicants were invited for phone screen interviews. Virtual interviews with potential applicants took place on January 30th, and a finalist site visit is scheduled for February 6th.
21 Workforce & Operational Excellence	Enhance the effectiveness of Human Resources	Initiate a process to acquire and implement a recruitment management software program	County Administration	Human Resources	In Process	CAO approved NeoGov contract. In January and February, the Human Resources Team will start the implementation of a new HR management software program and is scheduled to meet with the IT department for implementation assistance on 1/20/2023.
22 Workforce & Operational Excellence	Enhance the effectiveness of Human Resources	Initiate a review of all Human Resources policies and procedures	County Administration	Human Resources	In Process	
23 Workforce & Operational Excellence	Governance	Begin development of a comprehensive policy and procedure manual	County Administration	County Counsel, All Departments	In Process	County Counsel and other assigned staff have reformatted policies currently being reviewed by staff and will be compiled and re-reviewed as a group in the next three months in collaboration with MRG.
24 Workforce & Operational Excellence	Governance	Complete Governance Workshops and implementation of resulting policies	County Administration		Completed	
25 Workforce & Operational Excellence	Invest in employee development and Well Being throughout our organization	Begin informal brown bag lunches / coffee with the CAO led by the County Administrator with special guests from the community	County Administration		Implemented	Coffee with the CAO held monthly in North and South County.
26 Workforce & Operational Excellence	Invest in employee development and Well Being throughout our organization	Continue to implement Well Being Initiatives for Mono County employees	County Administration		Ongoing	
27 Workforce & Operational Excellence	Invest in employee development and Well Being throughout our organization	Create a comprehensive employee recognition program	County Administration	Human Resources	Ongoing	April 2022 employee recognitions started. An annual BBQ will occur in the summer to recognize employees.
28 Workforce & Operational Excellence	Invest in employee development and Well Being throughout our organization	Develop 3-5 internal, development focused, training programs for county employees	County Administration	Human Resources	Ongoing	19 employees have completed the NACo High Performance Leadership Academy and 4 are currently enrolled for the 2023 cohort.
29 Workforce & Operational Excellence	Justice, Equity, Diversion & inclusion (JEDI)	Integrate JEDI training into mandatory employee training	County Administration	County Clerk	Implemented	JEDI has completed its Implicit Bias training's with Dr. Rita Cameron-Wedding. Phase I done 11/8/2021. Phase II A 1/10/2022. Intersession 3/18/2022, Phase II B 4/21/2022, Phase III 5/19/2022. Monthly JEDI meetings are held, and the upcoming Unconscious Bias Training with Vida Thomas is scheduled for the end of January 2023. Moving Screening: Cooked: Survival by Zip Code is also planned for 2023. The County Clerk is currently coordinating with more presenters to hold additional training for 2023.
30 Workforce & Operational Excellence	Legislative Advocacy and Support	Provide options to the BOS to consider state and / or federal legislative lobbying options to maximize opportunities to enhance Mono County	County Administration		Completed (Federal)	
31 Workforce & Operational Excellence	Provide Superior Customer Service	Create a biennial, in-house customer service training for all employees. All new employees must attend the course within one year of their tenure with Mono Co.	County Administration	Human Resources	In Process	The Chief People Officer upon hire will be tasked to assist in coordinating this effort.
32 Workforce & Operational Excellence	Provide Superior Customer Service	Develop a voluntary countywide Customer Service Survey	County Administration		Spring 2023	
33 A Thriving Economy	Diversify the economy	Develop and implement a plan that identifies opportunities for a flexible economy based on attracting businesses from sectors outside the tourism/recreation industry	Economic Development		June 2023	Working with RCRC to complete a Comprehensive Economic Development Strategy to identify opportunities to diversify the economy with an anticipated completion date of June 2023.
34 A Thriving Economy	Diversify the economy	Explore opportunities to expand and enhance sustainable tourism opportunities, such as off-highway vehicle activities, using current county infrastructure and other public lands	Economic Development		In Process	Working with Marcella Rose, Mono County's Sustainable Recreation Coordinator, to develop infrastructure and opportunities including the recently completed Bridgeport Winter Recreation Trail.
35 A Thriving Economy	Economic Data	Provide quarterly reports on Mono County economic data utilizing research and information available through local, state and federal sources	Economic Development		In Process	Provided the first report to the Board of Supervisors in September with the second report anticipated in February 2023.

PROGRESS REPORT - 2022-2024 MONO COUNTY STRATEGIC PLAN ACTION ITEMS AS ADOPTED APRIL 5, 2022

STRATEGIC FOCUS AREA	OBJECTIVE	ACTION ITEM	OWNER	LEADS	TIME FRAME	STATUS AS OF 1/11/23
36 A Thriving Economy	Enhance and strengthen Mono County tourism sector utilizing responsible recreation messaging	Collaborate with federal and state land management agencies, local agencies, partners, and tourism businesses, to educate visitors regarding sustainable and responsible recreation practices	Economic Development	County Administration	Completed/Ongoing	Continued to promote and advertise Camp Like A Pro campaign. Included messaging in our Visitor Guide and Website on wildfire safety, wildlife safety, Mountain Manners, wildflower etiquette, sustainable fishing, dog and pet best practices and COVID-19 information. Anticipating completing a Poo Like A Pro video in spring 2023. Actively promoting areas that have desire and infrastructure for increased tourism.
37 A Thriving Economy	Enhance and strengthen Mono County tourism sector utilizing responsible recreation messaging	Focus tourism marketing efforts on shoulder seasons and less visited locations in the county to grow year-round business levels	Economic Development		Completed/Ongoing	Implementing marketing plan for Fall, Winter and Spring shoulder seasons. Completed weekly Fall Color reports and sponsorship with CaliforniaFallColor.com. Completed and promoted Winter recreation video. Anticipating promoting waterfalls and wildflowers in spring 2023. Ongoing support and advertisement through our social media, PR, newsletter, visitor guide, calendar, tradeshow, website and marketing channels. Launched new "California's Great Beyond" video.
38 A Thriving Economy	Enhance and strengthen Mono County tourism sector utilizing responsible recreation messaging	Work with Visit California and Mammoth Lakes Tourism to rebuild international visitation post pandemic	Economic Development		In Process	Completed sales mission with Mammoth Lakes Tourism to India in December. Working with MLT, Visit Bishop, Visit California and US Travel to attend IPW in San Antonio in May.
39 A Thriving Economy	Support and retain the existing business community	Continue to provide opportunities for business financial/technical assistance programs through local, state and federal funding opportunities to aid in the post pandemic recovery	Economic Development	County Administration, Finance Department	Completed/Ongoing	Executed \$299,138 in forgivable loans to businesses in Mono County through CDBG CV 2-3. Continued to provide support, grants, loans, and funding opportunities through our state and federal partners including HCD, USDA, SBA, Go-Biz, SBDC, VCA, CALED, and CalTavel. Amended CDBG CV-1 Grant to provide an additional \$64,484 in forgivable loans to businesses in Mono County.
40 A Thriving Economy	Support and retain the existing business community	Create an annual business appreciation event to celebrate Mono County businesses	Economic Development		Spring 2023	A business appreciation event will be held in Walker, Bridgeport, Lee Vining, June Lake and Crowley Lake in early Spring 2023
41 Workforce & Operational Excellence	Budget Process	Hold two (2) fiscal training workshops for department heads and fiscal staff	Finance Department		Spring 2022	Severe weather resulted in the rescheduling of fiscal training originally planned for January 11, 2023. New dates are not yet determined, and the training process should be completed close to the year-end closing process, which is late June and early July.
42 A Thriving Economy	Address shortage of affordable housing	Develop a new / updated multi-year plan for affordable housing	Housing Opportunities Manager		Spring 2023	Pre-workshop workshop scheduled February 2023.
43 A Thriving Economy	Address shortage of affordable housing	Provide the BOS a quarterly update on affordable housing activities	Housing Opportunities Manager		July 2022	
44 A Thriving Economy	Address shortage of affordable housing	Update BOS policies for affordable housing; including streamlined processes and options to incentivize building of units	Housing Opportunities Manager	Community Development	December 2022 (ongoing)	Pre-workshop workshop scheduled February 2023.
45 Workforce & Operational Excellence	Comprehensive Workforce Data	Develop relevant workforce data sets for department heads and the Board of Supervisors	Human Resources		Fall 2022	
46 Workforce & Operational Excellence	Enhance the effectiveness of Human Resources	Develop and implement HR process training for departments	Human Resources		Spring 2023	
47 Safe and Healthy Communities	Improve Rural Infrastructure	Continue to enhance existing broadband access/affordability in Mono County	Information Technology	County Counsel	Ongoing	County continues to participate in proceedings before the CPUC and to engage with the State regarding broadband infrastructure. County Counsel is currently drafting the LATA MOU, and the CAO anticipates it going to the BOS in February to seek approval for the RCRC & Mono County MOU.
48 Safe and Healthy Communities	Enhance the Quality of Life for our Children and Aging Population	Probation to collaborate with justice partners to ensure systems and programs are implemented to minimize the number of youth involved in the justice system.	Probation		Ongoing	The Probation Department works with multiple agencies and departments to ensure youth receive appropriate services while minimizing their involvement in the justice system.



MONO COUNTY **STRATEGIC PLAN** UPDATE 2022-2024



CALIFORNIA'S GREAT BEYOND



STRATEGIC PLAN UPDATE 2022-2024

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MESSAGE FROM THE BOARD CHAIR

On behalf of the Mono County Board of Supervisors, it is my honor to share with you our updated Strategic Plan.

Our plan serves as part of the foundation for Mono County government, as we provide critical services to our community. It also offers a unique focus necessary for the adaptive nature of California counties. Among many other elements, our Strategic Plan expresses a set of values to which we subscribe in addressing the needs of Mono County's residents, visitors and businesses.

The Strategic Plan is a pathway to future accomplishments we can generate together. However, it does not relieve our organization of its parallel and ongoing responsibility to carry out hundreds of laws and mandates, encompassing more than half of our daily work lives. Our employees do not take these responsibilities lightly, completing those tasks while concurrently focusing tremendous effort on local initiatives and projects that improve our quality of life.

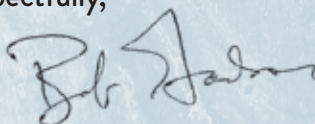
The Board of Supervisors and executive leadership provided strategic planning input with a focus driven by decades of public service experience in support of our wonderful county. Contributions before and during the process have been exceptionally valuable. Over 150 public surveys were completed, with introductions to the survey through the county's website, a webinar, direct mailers and several meetings with all Regional Planning Advisory Committees (RPACs). All input received, whether from Board members, employees or our community members, assists us in refining our priorities and strategies.

Our internal and external partnerships are only as strong as our organizational foundation. The key to that foundation is our most important asset, Mono County employees. As a service-based organization, our leadership must provide a common set of values, a meaningful mission and set a direction to work collaboratively in our communities.

I would personally like to thank my colleagues and our employees who steadfastly supported planning efforts and worked to produce this well thought out and flexible update. Their contributions and leadership are invaluable.

We are committed to serving all in Mono County and achieving long lasting outcomes while successfully navigating any challenges we face. Thank you again to everyone for their input, participation and commitment to Mono County.

Respectfully,



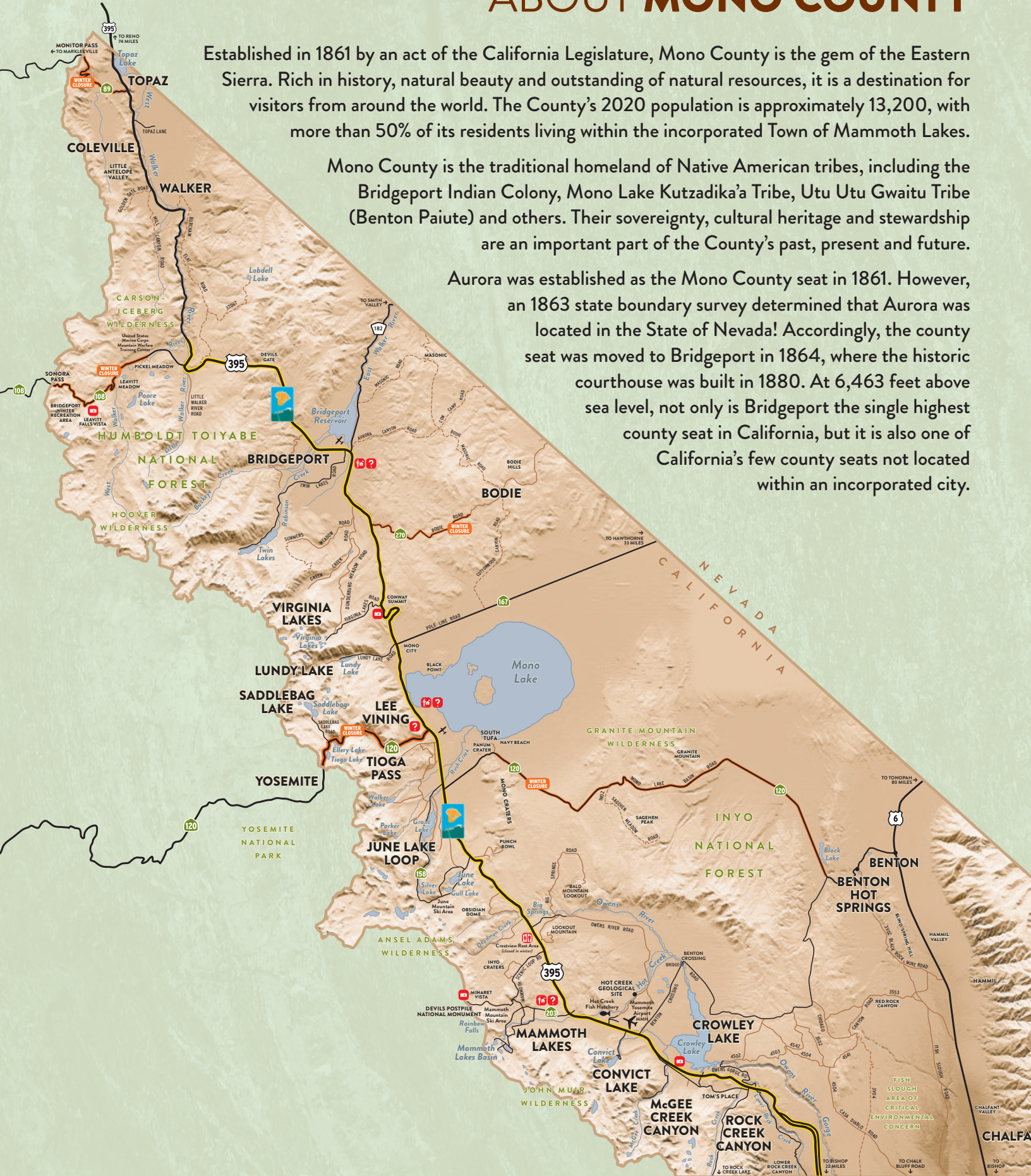
Bob Gardner, Chair
Mono County Board of Supervisors

ABOUT MONO COUNTY

Established in 1861 by an act of the California Legislature, Mono County is the gem of the Eastern Sierra. Rich in history, natural beauty and outstanding of natural resources, it is a destination for visitors from around the world. The County's 2020 population is approximately 13,200, with more than 50% of its residents living within the incorporated Town of Mammoth Lakes.

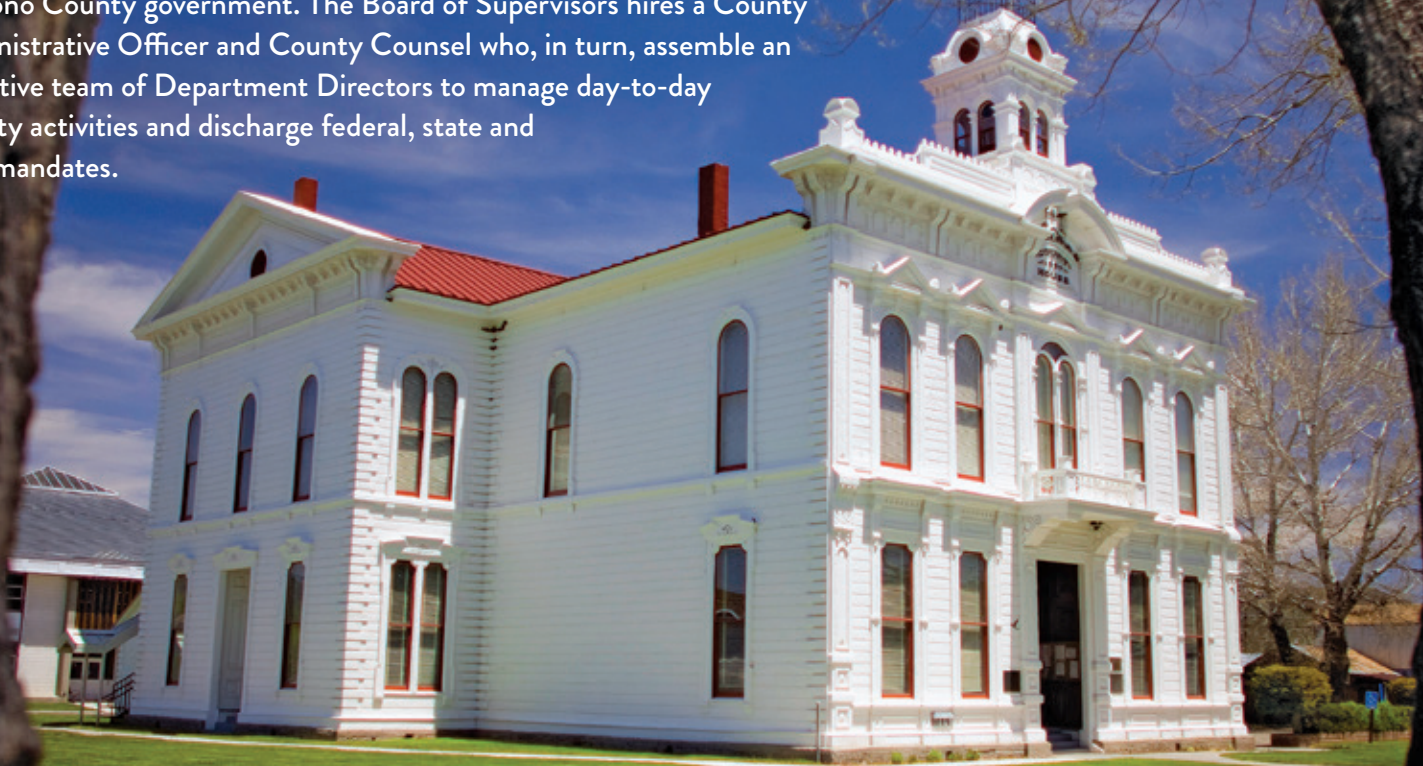
Mono County is the traditional homeland of Native American tribes, including the Bridgeport Indian Colony, Mono Lake Kutzadika'a Tribe, Utu Utu Gwaitu Tribe (Benton Paiute) and others. Their sovereignty, cultural heritage and stewardship are an important part of the County's past, present and future.

Aurora was established as the Mono County seat in 1861. However, an 1863 state boundary survey determined that Aurora was located in the State of Nevada! Accordingly, the county seat was moved to Bridgeport in 1864, where the historic courthouse was built in 1880. At 6,463 feet above sea level, not only is Bridgeport the single highest county seat in California, but it is also one of California's few county seats not located within an incorporated city.



GOVERNANCE

Mono County is governed by five elected County Supervisors who serve as the County's legislative and executive body, providing policy direction for all branches of Mono County government. The Board of Supervisors hires a County Administrative Officer and County Counsel who, in turn, assemble an executive team of Department Directors to manage day-to-day County activities and discharge federal, state and local mandates.



Mono County encompasses 3,030 square miles, of which 94% (2,845 square miles) is public land. Its diverse landscape with picturesque seasons, recreational opportunities, and a rural quality of life makes Mono County not only a destination for millions to visit, but a comfortable and welcoming place for individuals and families to call home.

MONO COUNTY SUPERVISORS



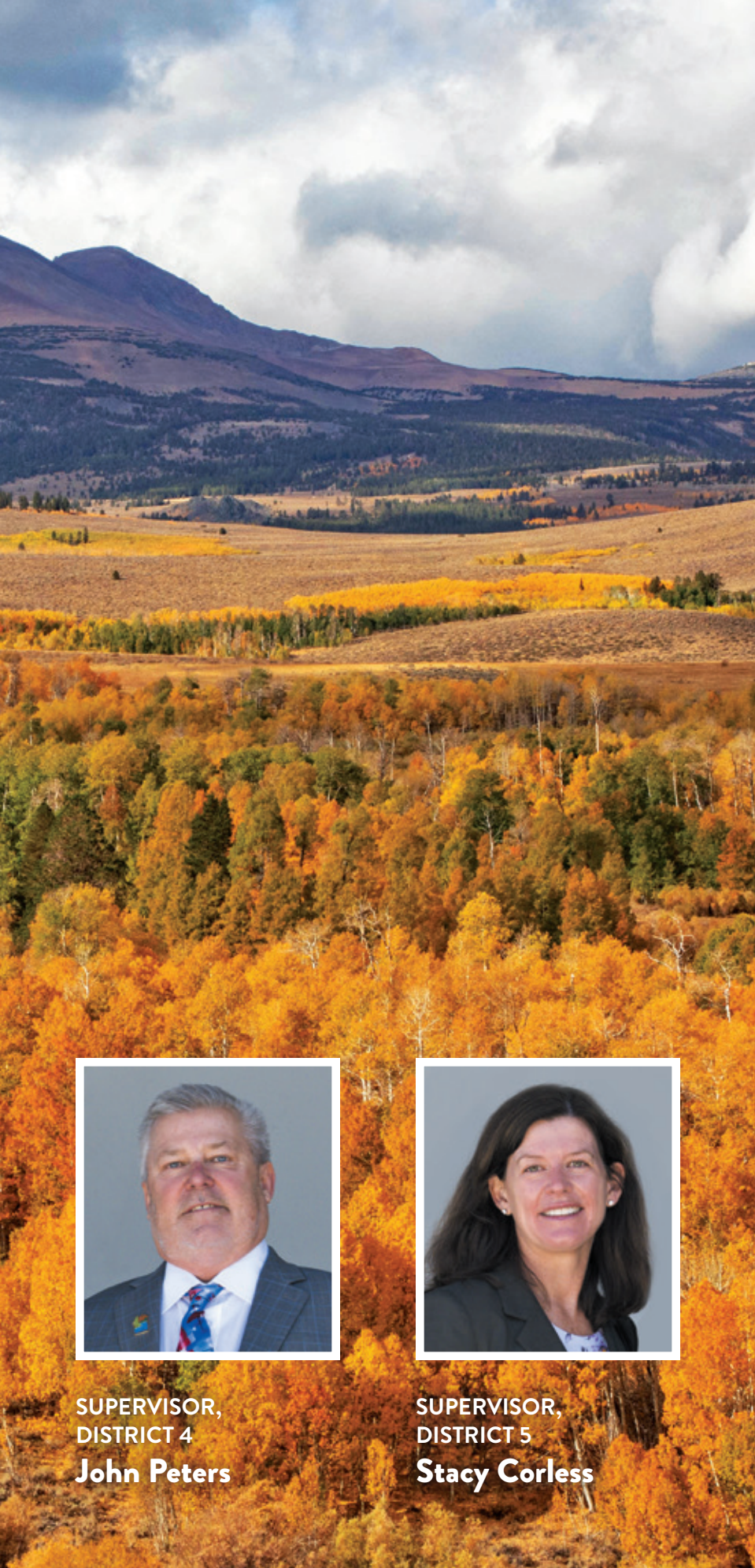
SUPERVISOR,
DISTRICT 1
Jennifer Kreitz



SUPERVISOR,
DISTRICT 2
Rhonda Duggan



SUPERVISOR,
DISTRICT 3
Bob Gardner



OUR MISSION

To support all our communities by delivering superior services while protecting our unique rural environment

OUR VISION

Outstanding
Community Services
Quality of Life
Beyond Compare

OUR VALUES

Collaboration
Integrity
Innovation
Outstanding
Customer Service



SUPERVISOR,
DISTRICT 4
John Peters



SUPERVISOR,
DISTRICT 5
Stacy Corless

EXECUTIVE SUMMARY

We are excited to present this updated Strategic Plan for Mono County government. Over the last 7 months, elected officials, staff and residents have worked hard to identify our priorities, strengths and opportunities.

Moving forward, with quarterly status reports and annual reviews, this document will serve as a guide to achieving more for Mono County's communities and government organization. Broad input from our communities has brought to light numerous opportunities on which we are now positioned to capitalize.

Our focus on listening to staff and communities alike has created a stronger partnership to fulfill the priorities we share with you here.

Experiencing a tragic pandemic over the last several years that has impacted our everyday lives, we are more than ready to move forward—investing, collaborating and creating an environment driving quality outcomes for our neighbors, businesses and visitors.

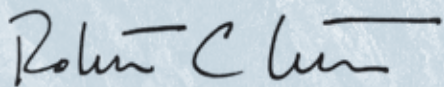
The unprecedented scale and pace of change makes today's operating environment more complex than ever before. Progress—or even maintaining the *status quo*—requires greater collaboration among external and internal partners. Issues both critical and commonplace are addressed in an atmosphere of growing scrutiny.

Simply put, never before have local governments needed to be more effective, efficient and accountable. That starts here and now, with our organization and its employees reaching successful outcomes via successful internal and external partnerships.

The diverse sources contributing to this updated Strategic Plan exemplify the kind of partnerships necessary for success. While we cannot include every idea or comment provided during the process, we focused on common themes, and issues important to everyone.

Words cannot express how appreciative I am to be part of Mono County and our incredible organization. Everyone's kindness, energy and commitment contribute to the great quality of life we enjoy here.

Sincerely,



Robert Lawton
County Administrative Officer





CORE SERVICES

California's 58 counties vary significantly in specific needs. From vast landscapes focused on agriculture, recreation or tourism to concentrated population centers of hundreds of thousands to millions of people and lower population counties that are considerably larger in square mileage can present local public service challenges. Considering such diverse complexities, counties prioritize projects or initiatives that provide the best "local" benefit. Working hard to achieve local priorities, like experiences of rural counties, or unique to Mono County, is important to the Board of Supervisors.

Not identified as a Strategic Focus Area, but essential to meeting the needs of Mono County communities, are a broad range of Core Services. In expressing nearly 500 Core Services, the authors of Mono County's 2019-2024 Strategic Plan accurately portrayed the essential functions performed by all county departments. The Core Services matrices also demonstrate a direct correlation to priorities that may not specifically be state or federal mandates but may have several mandated services woven into their workplans, such as specific projects or grants.

While the current Core Services list may not be all-inclusive due to the Legislature's approval each year of numerous new mandates, it is important to note that, as currently stated, such mandates make up nearly 60% of Mono County's daily employee work tasks. For California counties, as arms of the State of California, mandate performance is predicated on associated funding, of which a large portion is specifically allocated for our vulnerable populations.

As a public service organization, we strive to balance local priorities with carrying out state and federal mandates. As noted, these mandates have tremendous value to many individuals and families. Striking that balance is key considering resource constraints and current and future staffing levels. Regardless of what local or state mandated task may be before us, our commitment is to serve Mono County residents and visitors consistent with our values of Collaboration, Integrity, Innovation and Outstanding Customer Service.



STRATEGIC PLAN UPDATE – INPUT

Over the course of several months, numerous sources of input were sought for development of the Strategic Plan Update. Internal sources of input from Mono County’s governmental organization were achieved through workshops and interviews from members of the Leadership Team and the Board of Supervisors.

Importantly, public input was sought by holding a webinar, summarizing the current Strategic Plan and the update process. A survey was developed for community members to provide input by identifying their top seven priorities out of twenty priorities listed and to provide narrative comments as appropriate. (The public survey yielded 154 responses.) Regional Planning Advisory Councils (RPACs) were also informed of the survey at their respective meetings, seeking input.

TOP 10 PRIORITIES AS DETERMINED BY RECEIVING THE MOST TOP 7 RANKINGS:

Safe and Affordable Housing.....	73%
Rural Infrastructure (roads, Internet access) and services	56%
Preservation and Enhancement of Public Lands	55%
Quality of Life for Children	53%
Disaster / Emergency Preparedness	44%
Quality of Life for Aging Population	38%
Health Promotion and Disease Prevention	38%
New Business Development and Business Retention	37%
Access to Behavioral Health and Substance Abuse Prevention & Treatment Services	36%
Reducing Poverty and Hunger	33%

STRATEGIC FOCUS AREAS

The following Strategic Focus Areas are meaningful and essential to the success of our communities. As indicated in the following pages, objectives are identified to accompany these focus areas, leading to action items the organization can accomplish, together, with their communities. Further discussions will occur concerning the inclusion of timelines, the identification of lead departments and adjustments as necessary.

SAFE AND HEALTHY COMMUNITIES



A THRIVING ECONOMY



WORKFORCE & OPERATIONAL EXCELLENCE



SUSTAINABLE PUBLIC LANDS



SAFE AND HEALTHY COMMUNITIES

OBJECTIVE	ACTION ITEM	LEADS	TIME FRAME
Enhance Emergency Management Functions	BOS approval of the creation of an Office of Emergency Management	County Administration	COMPLETED
	Recommend to the BOS necessary OEM funding for appropriate emergency functions	County Administration	SPRING 2022
	Recruit and hire an Emergency Services Manager and staff as appropriate	County Administration, Human Resources	SPRING 2022
	Subsequent to the current project implementing the early warning system, create an inventory of key evacuation routes	County Administration, Sheriff's Department, Public Works	FALL 2023
Improve Rural Infrastructure	Continue to enhance existing broadband access/affordability in Mono County	Information Technology, County Counsel	ONGOING
	Complete the Emergency Radio System	County Administration, Information Technology	BY JUNE 2023
	Complete construction of the new jail	County Administration, Public Works, Sheriff's Department	JUNE 2025
	Through a current funding award, assess Special District Capacity and needs to support increased housing density	Community Development	JUNE 2024 (This is the grant deadline. Two proposals have not yielded a qualified consultant. Further attempts will be conducted by CDA.)
Behavioral Health Services Access	Continue to determine needs and enhance access to behavioral health services	Behavioral Health, Behavioral Health Advisory Board	DECEMBER 2022
	Develop a report to be delivered to the BOS that identifies overdose deaths and suicides (historical and current) in the county and recommended prevention actions	Behavioral Health, Behavioral Health Advisory Board	AUGUST 2022
Solid Waste Collection and Disposal	Develop a new county-wide solid waste transfer and disposal system to replace Benton Crossing Landfill (slated to close in 2023)	County Administration, Public Works	JANUARY 2023
Enhance the Quality of Life for our Children and Aging Population	Develop a comprehensive report to the Board that identifies current and potential future programs and policies that will enhance the quality of life for all in Mono County	County Administration, Public Health, Children's System of Care, Social Services, Behavioral Health	FALL 2022
	Probation to collaborate with justice partners to ensure systems and programs are implemented to minimize the number of youth involved in the justice system	Probation	SUMMER/FALL 2022

A THRIVING ECONOMY

OBJECTIVE	ACTION ITEM	LEADS	TIME FRAME
Address Shortage of Affordable Housing	Hire a Housing Opportunities Manager to represent the organization	County Administration, Human Resources	COMPLETED
	Appoint a Board ad-hoc committee to review and visit other county affordable housing plans, funding and projects	Board of Supervisors, County Administration, Housing Opportunities Manager	AUGUST 2022
	Develop a new/updated multi-year plan for affordable housing	Housing Opportunities Manager	SPRING 2023
	Identify additional sources of funding to commit to affordable housing	County Administration, Housing Opportunities Manager	ONGOING
	Update BOS policies for affordable housing; including streamlined processes and options to incentivize building of units	Housing Opportunities Manager, Community Development	DECEMBER 2022 (ONGOING)
	Provide the BOS a quarterly update on affordable housing activities	Housing Opportunities Manager	JULY 2022
Support and Retain the Existing Business Community	Continue to provide opportunities for business financial/technical assistance programs through local, state and federal funding opportunities to aid in the post pandemic recovery	Economic Development, County Administrator, Finance Department	ONGOING
	Create an annual business appreciation event to celebrate Mono County businesses	Economic Development	2022
Enhance and Strengthen Mono County Tourism Sector Utilizing Responsible Recreation Messaging	Focus tourism marketing efforts on shoulder seasons and less visited locations in the county to grow year-round business levels	Economic Development	ONGOING
	Collaborate with federal and state land management agencies, local agencies, partners, and tourism businesses, to educate visitors regarding sustainable and responsible recreation practices	Economic Development, County Administration	ONGOING
	Work with Visit California and Mammoth Lakes Tourism to rebuild international tourism post pandemic	Economic Development	ONGOING
Diversify the Economy	Develop and implement a plan that identifies opportunities for a flexible economy based on attracting businesses from sectors outside the tourism/recreation industry	Economic Development	JANUARY 2023
	Explore opportunities to expand and enhance sustainable tourism opportunities, such as off-highway vehicle activities, using current county infrastructure and other public lands	Economic Development	ONGOING
Economic Data	Provide quarterly reports on Mono County economic data utilizing research and information available through local, state, and federal sources	Economic Development	BEGINNING SUMMER 2022

WORKFORCE & OPERATIONAL EXCELLENCE

OBJECTIVE	ACTION ITEM	LEADS	TIME FRAME
Invest in Employee Development and Well-Being Throughout Our Organization	Create a comprehensive employee recognition program	County Administration, Human Resources	JANUARY 2023
	Develop 3-5 internal, development focused training programs for county employees	County Administration, Human Resources	JANUARY 2023
	Begin informal brown bag lunches/coffee with the CAO led by the County Administrator, with special guests from the community	County Administrator	IMPLEMENTED FEBRUARY 2022
	Continue to implement Well Being Initiatives for Mono County employees	County Administrator	ONGOING
Enhance the Effectiveness of Human Resources	Appoint a Director of Human Resources	County Administrator	DECEMBER 2022
	Initiate a process to acquire and implement a recruitment management software program	County Administration, Information Technology, Human Resources	FALL 2022
	Initiate a review of all Human Resources policies and procedures	County Administration, Human Resources	IMPLEMENTED JANUARY 2022
	Develop and implement HR process training for all departments	Human Resources	SPRING 2023
Provide Superior Customer Service	Create a biennial, in-house customer service training for all employees. All new employees must attend the course within one year of their tenure with Mono County.	County Administration, Human Resources	SPRING 2023
	Develop a voluntary county-wide Customer Service Survey	County Administrator	SPRING 2023
Comprehensive Workforce Data	Develop relevant workforce data sets for department heads and the Board of Supervisors	Human Resources	FALL 2022
Justice, Equity, Diversion & Inclusion (JEDI)	Integrate JEDI training into mandatory employee training	County Administration	TRAINING INITIATED IN 2022
Governance	Complete Governance Workshops and implementation of resulting policies	County Administration	FALL 2022 (Initial workshops begin April 2022)
	Begin development of a comprehensive policy and procedure manual	County Administration, County Council, All Departments	FALL 2022
Budget Process	Complete Budget Process enhancements and realignment in coordination with the Finance Director	County Administration, Finance Department	ONGOING
	Hold two (2) fiscal training workshops for department heads and fiscal staff	Finance Department	SPRING 2022
Legislative Advocacy and Support	Provide options to the BOS to consider state and/or federal legislative lobbying options to maximize opportunities to enhance Mono County	County Administration	JUNE - AUGUST 2022
	Develop a federal and state legislative platform seeking funding and legislative opportunities	County Administration	SPRING 2022

SUSTAINABLE PUBLIC LANDS

OBJECTIVE	ACTION ITEM	LEADS	TIME FRAME
Preserve and Protect Public Lands	Identify local, state, federal and/or grant funding to apply toward protecting public lands	County Administration	SPRING 2022
	Work with partners to engage in protection and preservation of public lands and wildlife habitat, and identify priority projects for County focus.	County Administration	WINTER 2022
Fisheries	Explore partnership agreement(s) with organizations to enhance and sustain sport and recreational fishing along with long-term ecological considerations	County Administration, Economic Development	JUNE 2022
Public Lands – Recreation and Tourism	Continue to build County Recreation Program capacity to support sustainable recreation and tourism on public lands	County Administration	SPRING 2022





FOR MORE INFORMATION ABOUT
MONO COUNTY'S 2022-2024 STRATEGIC PLAN:
760-932-5410

[MonoCounty.ca.gov/strategic-planning](https://monocounty.ca.gov/strategic-planning)



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 7, 2023

Departments: CAO

TIME REQUIRED 20 minutes

PERSONS APPEARING BEFORE THE BOARD Robert C. Lawton, CAO

SUBJECT Adopt 2023-24 Federal Legislative Platform

AGENDA DESCRIPTION:

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

In 2022, Mono County engaged the services of TFG, formerly known as The Ferguson Group, to support County efforts with respect to Federal funding and policy. With TFG's assistance, Mono County was allocated \$3,000,000 for radio system improvements in the FY2023 Omnibus Appropriations Bill. The 118th Congress convened on January 3, 2023 following a change in party control. Members of the Board of Supervisors will attend the National Association of Counties' Legislative Conference taking place in Washington from February 11 through 14. Working with County Supervisors and Department Heads, TFG has prepared a draft Legislative Platform for discussion on January 17 and Board action today. The Platform will guide Mono County's Federal legislative and agency advocacy efforts throughout the 118th Congress.

RECOMMENDED ACTION:

Staff recommends that the Board: 1) Receive the Federal Platform as proposed; and 2) Adopt a Minute Order approving the Platform as the basis for Board and staff advocacy during the 118th Congress, subject to future revision.

FISCAL IMPACT:

None noted.

CONTACT NAME: Robert C. Lawton

PHONE/EMAIL: (760) 932-5410 / rlawton@mono.ca.gov

SEND COPIES TO:

Hon. Dianne Feinstein, United States Senate

Hon. Alex Padilla, United States Senate

Hon. Kevin Kiley, United States House of Representatives

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[Attachment A - Mono County CA 2023 Federal Platform 2023-02-07](#)

History

Time	Who	Approval
2/2/2023 3:53 PM	County Counsel	Yes
2/2/2023 3:05 PM	Finance	Yes
2/2/2023 4:12 PM	County Administrative Office	Yes

MONO COUNTY, CA 2023 FEDERAL PLATFORM AND PRIORITIES

**APPROVED BY BOARD OF SUPERVISORS
February 7, 2023**



MONO COUNTY, CA

2023 FEDERAL PLATFORM AND PRIORITIES

About the County

Mono County, California is a rural county situated between the crest of the Sierra Nevada Mountains and the California/Nevada border. The County boasts just over 2 million acres of pine, juniper, and aspen groves, hundreds of lakes, alpine meadows, streams and rivers, and sage covered high desert, most of which is contained in the Inyo and Humboldt-Toiyabe National Forests, as well as the John Muir and Ansel Adams Wilderness areas. Indeed, Mono County offers vast scenic and recreational resources, and has unsurpassed access to wilderness and outdoor recreation and adventure.

Mono County has several small towns and charming villages, each with their own scenic beauty, year-round recreational opportunities, natural and historical attractions, and unique characteristics. The County seat is located in Bridgeport and the largest, and only incorporated city in the county, is the Town of Mammoth Lakes. Supporting a population of 13,195 as of the 2020 census, the County's primary economic industries are tourism and recreation.

Mono County's Federal Priorities

Mono County's Federal Platform is based on five general areas focused on protecting the natural beauty of our land, promoting our local and regional economy, and supporting our communities and residents. Our goals are focused on:

- Housing
- Forest Management
- Infrastructure
- Recreation, Tourism, and Local Economy
- Public Safety
- Community Support



Mono County Courthouse
Bridgeport, CA

MONO COUNTY, CA BOARD OF SUPERVISORS



From left to right: Supervisor Salcido, Supervisor Gardner, Supervisor Kreitz, Supervisor Duggan, and Supervisor Peters



**Supervisor Jennifer Kreitz, Chair Pro Tem
District One**



**Supervisor Rhonda Duggan, Chair
District 2**



**Supervisor Bob Gardner
District 3**



**Supervisor John Peters, Vice Chair
District 4**



**Supervisor Linda Salcido
District 5**



HOUSING

Safe and Affordable Housing was determined to be Mono County's highest-ranked priority during the public input process of Strategic Plan development. That Priority found expression in Mono County's 2022-24 Strategic Plan as the objective *Address Shortage of Affordable Housing*. The Board of Supervisors is strongly committed to improving safe workforce housing opportunities in all areas of Mono County.

Housing Diversity

- Support initiatives and programs that provide additional housing opportunities and encourage diversity of housing availability in the County.

Homelessness

- Support programs and funding that help communities accurately identify all homeless or at-risk individuals.
- Support initiatives and policies that appreciate and account for the unique circumstances of rural homelessness issues, in particular in communities with tourism and recreational based economies.

Federal Agency Coordination

- Support initiatives and policies that provide for additional support to rural communities from federal agencies with jurisdiction over housing and development programs including the U.S. Housing and Urban Development and the U.S. Department of Agriculture.



FOREST MANAGEMENT

Mono County's Mission Statement expresses the County's determination to protect its unique rural environment. The County recognizes that maintaining a quality of life beyond compare, for its residents and visitors, requires a balance among access, use, and protection of our forest resources and public lands.

Management of Public Lands

- Support measures to sustain our federal lands including those managed by the US Forest Service, Bureau of Land Management, and the National Park Service.
- Support funding for federal lands management agencies and programs.

Forest Protection and Resiliency

- Support initiatives and policies that promote wildfire resiliency, mitigation, and protection.
- Support legislation and funding for comprehensive wildfire prevention and forest health programs on public lands.
- Support legislation and programs that help forest communities address recreation management, water quality, and forest management issues.



INFRASTRUCTURE

Reliable and resilient infrastructure is a cornerstone to Mono County's mission of supporting our communities and growing our local and regional economy. To this end, the County prioritizes investment in the improvement and modernization of our transportation, water, and communications infrastructure in a strategic manner.

Airports

- Support programs and funding that enhance operations, infrastructure maintenance, and facility development at the County's airports.
- Support programs and funding that promote and expand the use of the County's airports for military assistance and emergency services.

Wastewater Infrastructure

- Support programs and funding that provide for the improvement and development of wastewater treatment infrastructure to the County's communities, businesses, residents, and visitors.

Drinking Water Infrastructure

- Support programs and funding that provide for reliable and clean drinking water for the County's communities, businesses, residents, and visitors.
- Support programs and funding that provide for water conservation and water supply resiliency activities and projects.

Transportation Infrastructure

- Support programs and funding for local road and regional transportation projects throughout the County, including planning and project readiness activities, that support community needs and promote public safety.
- Support programs and funding for streetscape infrastructure, beautification projects, and parking access that promote business development and economic growth.
- Support programs and funding that provide transportation and transit access to federal lands and recreational opportunities.
- Support programs and funding for the installation and deployment of electric vehicle infrastructure.



PUBLIC SAFETY

Ensuring the safety and security of our residents and visitors is one of the top priorities for Mono County. However, the diverse terrain of our lands and the remote nature of our communities can present challenges for our public safety, fire response, and emergency service personnel. The County's goal is to facilitate cross-jurisdictional activities deployed through innovative programs to best serve our public and best support our first responders.

Public Safety and Emergency Services

- Support programs and funding for public safety and emergency service activities including search and rescue activities and 911 dispatch operations.
- Support programs and funding for public safety and emergency service communications infrastructure, vehicles, ambulances, and equipment.
- Support programs and funding for public safety and emergency service facilities including a for the county jail and emergency service stations.
- Support initiatives and policies that promote coordination of public safety and emergency service activities with federal land management agencies.

Disaster Preparedness

- Support programs and funding for projects that support emergency and disaster preparedness, response, and management.
- Support initiatives and policies that provide for mass care and sheltering activities during disasters, evacuations, or emergency events.

Fire Protection

- Support programs and funding for fire protection activities and equipment including fire stations and access to water supply.
- Support programs and funding for fire fighting personnel training, safety, and staffing.

Cybersecurity

- Support programs and funding that provide for cybersecurity and redundancy equipment and infrastructure.



RECREATION, TOURISM, AND LOCAL ECONOMY

Ninety-four percent of the land in Mono County is publicly owned, with the majority of the land under the jurisdiction of the U.S. Bureau of Land Management, and the U.S. Forest Service. Mono County strives to provide economic development solutions that not only support existing businesses and industries, but also address the lack of flexibility and development potential due to land restrictions.

Economic Development Planning

- Support funding and programs that support comprehensive economic development strategies and planning.
- Support initiatives and policies that provide for employee recruitment and training activities.

Recreation on Federal Lands

- Support initiatives and policies that help maintain and promote recreational visitation of the region's National Parks, including Yosemite National Park.
- Support initiatives and policies that strengthen recreational opportunities on public lands, including those under the jurisdiction of the U.S. Forest Service and the U.S. Bureau of Land Management.
- Support initiatives and policies that help protect and strengthen native and hatched fish populations.

Local Businesses

- Support initiatives and policies that provide assistance to local businesses reliant on the recreational and tourism industries, including promoting off-season business development alternatives.
- Support programs and funding that support the development of childcare facilities, training, and staffing for business owners and employees.
- Support initiatives and policies that strengthen small business and entrepreneur opportunities and ventures.
- Support programs and funding that provide communication infrastructure, including broadband and cellular services, to rural communities and businesses.



COMMUNITY SUPPORT

Mono County's vision statement is, "**Outstanding community services; Quality of life beyond compare.**" This objective is evident in the County's programmatic and financial dedication to human and physical infrastructure, including outreach to all areas of a sprawling, rural county home to all demographic and economic strata.

Health and Well Being

- Support programs and funding that expand access to emergency services, community health clinics, and hospitals, including through the use of innovative services such as mobile vans and transportation programs.
- Support programs and funding that provide access to and build awareness of substance abuse, mental health, and other behavioral health issues.

Community and Public Facilities

- Support programs and funding for the construction of and programming for community facilities such as museums, libraries, community centers, and animal shelters.
- Support programs and funding for election activities and infrastructure and public records management.
- Support programs and funding that provide opportunities for community outreach and engagement activities that promote healthy lifestyles, access to public services, and overall community well-being.

Tribal Communities

- Support initiatives and policies that promote collaborative partnerships between local agencies and tribal entities.
- Support policies and federal actions that strengthen the County's tribes.

OUR MISSION

**To support all our communities by
delivering superior services while
protecting our unique rural
environment.**

OUR VISION

**Outstanding Community Services
Quality of Life Beyond Compare**

OUR VALUES

**Collaboration
Integrity
Innovation
Outstanding Customer Service**



County of Mono, CA

2023-24 Legislative Platform

General Principles



The Mono County Board of Supervisors supports the general principles set forth below. County staff will apply these guidelines in evaluating State and Federal legislation, as well as executive and regulatory actions. It is the Board's objective to implement these guidelines.

To support the County's service to the community, the County should:

- Support legislative, regulatory or other policy efforts that protect and/or enhance local government revenues, maximize the County's access to state and federal funding sources, including pandemic support and relief programs, and/or increase local funding flexibility;
- Oppose any effort to balance the State budget through the taking of local government resources;
- Support legislation that protects the County's quality of life and diverse natural resources, while preserving the essence and historic values of the County;
- Support legislation that provides tax and funding formulas for the equitable distribution of state and federal monies while opposing attempts to decrease, restrict, or eliminate County revenue sources;
- Support legislation and budget action which provides additional and continued funding for local road infrastructure, including complete street features;
- Oppose legislative and administrative actions which would create unfunded mandates and/or preempt local decision-making authority;
- Support legislation that realigns governmental services in such a manner as to improve the delivery of services and make government more accountable to the people;
- Support the promotion of tourism, recreation, sustainable fisheries, filming, and a diversified local economy in the Eastern Sierra to achieve strong economic growth and prosperity;
- Continue to support legislation that honors our veterans for their service to our country;
- Support efforts that further the strategic directions outlined in the County's Strategic Plan;
- Engage on any proposals to repeal or additionally alter the Affordable Care Act (ACA), which provides Mono County citizens the ability to obtain affordable health care;
- Support efforts to combat climate change;
- Support legislation that seeks to address the insufficient quantity and quality of homes affordable to our residents; and
- Support legislation that addresses the burgeoning substance use disorder crisis and increases access to Medication Assisted Treatment.
- Support measures that increase resources for disaster response initiatives requiring county involvement.
- Support legislation that waives the local share of cost of all emergency response and disaster recovery activities.
- Support funding for counties to provide for higher demands on critical recovery services.

- Support local, regional, state, and federal initiatives and legislation that advance efforts to dismantle systemic racism and reduce inequity.

Legislative Platform

1) Support Funding/Program Preservation

Support legislative, regulatory, and budget efforts that protect and/or enhance local government revenues, maximize the County's access to federal funding sources, and/or increase local funding flexibility. Oppose legislative and administrative actions that would create federal unfunded mandates and/or preempt local decision-making authority. Strongly encourage Congress and the President to commit to negotiate successfully so as to avoid any future Federal Government shutdowns.

a) **Support Sustainable Funding for Secure Rural Schools**

Support legislation that creates a sustainable revenue stream for Secure Rural Schools, such as the Forest Management for Rural Sustainability Act.

b) **Support the full funding of all Payment in Lieu of Taxes (PILT)**

Support legislation and budget efforts that continue to maximize the PILT revenue to counties and continue full funding of PILT without restrictions beyond the current authorization.

c) **Support full federal funding for the United States Department of Agriculture (USDA) Rural Development (RD) Programs**

Support funding for community development programs and affordable housing such as the Section 502 Direct Loan Program and the necessary program staff to implement these programs.

d) **Support full and expanded federal funding for Housing and Economic Development programs**

Support the highest possible funding level for key federal housing and economic development programs, including the Community Development Block Grant (CDBG), the HOME Investment Partnership Program, and the reduction from 50% to 25% of the private activity bond cap.

e) **Support continued rural broadband deployment and communications improvements through local, State, and Federal policy advocacy, infrastructure projects, and grant programs**

Having appropriate policy at the local, State, and Federal levels is imperative to ensure adequate communications connectivity, which is a critical part of public safety and economic development. Because Mono County has dedicated resources to improve access to high-quality broadband in our communities and as a result of the completion of the Digital 395 project, roughly 90% of our households have access to Gigabit internet.

Unfortunately, several Mono County communities and residents still face barriers to connectivity as there is inadequate infrastructure to support basic Plain Old Telephone Service (POTS) telephone service, including cellular phone service, let-alone high-speed Internet. In order to improve the landscape, the County should advocate for:

- i) Policies, regulations, and enforcement around providers delivering basic POTS services to all locations desiring this service;
- ii) Appropriate and effective definitions of ‘broadband’ which recognize the importance of technology and dependence on the internet for public safety and economic development;
- iii) Legislation and associated programs that provide funding for broadband infrastructure projects and adoption/education efforts; programs and efforts that move to improve the accuracy of metrics used to represent the current state of broadband in Mono County.
- iv) Legislation supporting digital equity, including, but not limited to the creation of affordable broadband for all.

f) **Support legislation that promotes, protects, or facilitates the sustainability of our local agriculture**

Mono County agriculture is an important local economic driver, provides jobs, puts food on the table and contributes to the open-space landscape that draws visitors.

g) **Support Economic Development resources**

- i) Support legislation and federal programs that provide access to small business capital for local business development through the Small Business Administration, Small Business Development Corporation and other government loan and financial programs.
- ii) Support legislation and federal programs that promote locally-based business retention and expansion, as well as create an environment conducive to new business attraction.
- iii) Support initiatives to attract commercial filming opportunities to the region: in particular, budgetary allocations that increase capacity for processing special use permits on the Inyo and Humboldt Toiyabe National Forests.
- iv) Support bills, initiatives, and programs that strengthen the tourism and recreation economy, with a focus on sustainable practices.

h) **Disaster Response**

Support measures that increase resources for disaster response initiatives requiring county involvement.

2) **Natural Resources, Public Lands, and Agriculture**

Support legislation that promotes agriculture and that protects the County’s quality of life, its diverse natural resources, and preserves the essence and history of the County, along with legislation that provides adequate funding for stewardship of our public lands.

a) **Support sustainable funding for federal public lands**

Support measures to sustain our federal lands. Closure or underfunding of these lands

managed by the US Forest Service, Bureau of Land Management and National Park Service would result in a significant negative impact to our county as tourism and recreation are our economic drivers.

- b) **Support legislation and funding to enhance outdoor recreation opportunities on public lands**
- c) **Support special designations**
Support special use designations for public lands such as National Scenic Areas, Wild & Scenic Rivers, Wilderness, National Monuments, National Conservation Areas, when demonstrated conservation values and public support warrant such designations.
- d) **Oppose public lands disposal**
Oppose the large-scale sale, transfer or "disposal" of public lands except for strategic, widely supported transfers or exchanges for management and boundary adjustments with demonstrated public benefit, for example community expansion in support of affordable housing.
- e) **Support wildfire funding and fuels reduction**
Support immediate enactment of legislation to change the method of funding wildfire suppression on National Forests by providing access to funding outside of the statutory discretionary limits for emergency purposes and for investment in additional resources for forest management/fuels reduction to mitigate wildfire risk to communities and increase forest health.
- f) **Support Wildfire Prevention and Forest Health**
Support legislation and funding for comprehensive wildfire prevention and forest health programs on public lands.
- g) **Support regulatory relief for Mill City Cabin Tract funding**
Support administrative and legislative solutions for funding and/or regulatory relief for the cleanup of contaminated soils at the Mill City recreation residence tract on the Inyo National Forest in Mammoth Lakes.
- h) **Support land management directives**
Support Mono County's tourism and recreation economy by ensuring funding, programs, and management directives for federal land agencies (including the Land & Water Conservation Fund) that facilitate the planning, building, and maintenance of infrastructure for sustainable recreation, travel, and commercial film permitting on public lands.
- i) **Support sustainable fishing**
Support federal initiatives and / or funding of efforts towards enhancement of Mono County's fish population, including sustainable fishing, ongoing fish stocking, education for proper catch and release practices, protection of spawning waterways, and support of the stocking of diploid trout in allowable waters.
- j) **Support the control of invasive species**

Support control and mitigation for the spread of invasive species to protect, conserve, and restore public and private lands.

k) Support biomass project development

Support legislation that encourages the US Forest Service (USFS) and Bureau of Land Management (BLM) to continue actively promoting and assisting with biomass project development.

l) Support alternative energy

- i) Support local efforts to develop renewable, distributed energy sources including but not limited to environmentally and appropriately scaled biomass, solar, and wind, while ensuring projects and their supporting infrastructure (i.e., transmission lines, pipes lines, towers, service roads) does not degrade the County's quality of life, natural or visual resources, water or essence and history.
- ii) Continue to support geothermal power production that is environmentally sustainable and doesn't negatively affect local domestic water supplies.

m) Support Devils Postpile National Monument legislative requests

Support legislation to authorize a boundary adjustment request, and to designate a portion of the Middle Fork San Joaquin River as Wild & Scenic, as described in Devils Postpile National Monuments 2015 Management Plan.

n) Support endangered species conservation

Support a balanced approach to the implementation of endangered species regulation with impacts to the rural economy and communities of Mono County. Mono County is fortunate to have a rich natural heritage that should be conserved, and it supports the need to protect and recover imperiled species. These conservation measures should be specifically tailored to the threats and circumstances in the Eastern Sierra and Mono County, and must be weighed and balanced against impacts to the fragile tourism and recreation-based rural economy and local communities. Every effort must be made to protect private property rights and avoid detrimental impacts to county residents.

o) Support sage grouse conservation

Mono County appreciates the strong support of the multi-party, collaborative Bi-State conservation effort, including several federal agencies such as the U.S. Fish and Wildlife Service, Bureau of Land Management, U.S. Forest Service (Inyo National Forest and Humboldt-Toiyabe National Forest), and U.S. Geological Survey. The coalition includes technical and scientific support, legislative and policy support, and funding to ensure conservation commitments are met and honored by federal agencies. Ultimately, continuation of the collaborative partnership requires the federal agencies to remain stalwart in their commitments with the flexibility to address new issues, such as the management of water by the Los Angeles Department of Water and Power (LADWP) in Long Valley, and adequate budgets to support a positive conservation outcome. If the bird is listed, the result could be an additional regulatory burden with devastating impacts to Mono County's agricultural and recreational activity-based economy.

p) Support legislation to avoid landfilling of waste originating on Federal Land

Develop policies and programs that successfully re-use, recycle and transform resources

that originate on USFS, BLM, and DOD lands. Support policies that reduce the impacts of Federally generated waste on local jurisdictions' waste management systems, and/or support policies that enhance local systems to effectively manage Federally-generated waste.

3) **Public Safety and Criminal Justice**

a) **Support full funding of Byrne Justice Assistance Grants**

Support the preservation of funding levels for existing safety programs such as the Byrne Justice Grant (Byrne/JAG) Program and oppose efforts to reduce or divert funding away from these programs.

b) **Support continued funding of FEMA's Assistance to Firefighters Grant (AFG) program**

Support continued funding to enhance the safety of the public and firefighters with respect to fire-related hazards by providing direct financial assistance to eligible fire departments, nonaffiliated Emergency Medical Services organizations, and State Fire Training Academies. This funding is for critically needed resources to equip and train emergency personnel to recognized standards, enhance operations efficiencies, foster interoperability, and support community resilience.

c) **Support legislation that resolves the conflict federal statutes have with legalization of recreational cannabis use in California**

This includes removing cannabis as a schedule 1 drug and providing cannabis businesses with access to business banking services by changing federal banking access laws. Barring a legislative solution by Congress, the County supports reinstatement of the concepts stated in the past Justice Department memorandums allowing for commercial cannabis activities to operate free and clear of federal enforcement interference so long as the County has a robust regulatory framework in place.

d) **Urge common-sense gun safety legislation.**

e) **Support sustainable Federal Aviation Administration (FAA) funding for airport safety related projects on public and private property on or near our airports.**

4) **Transportation and Infrastructure**

a) **Ensure that federal transportation formulas support rural road infrastructure**

Mono County relies on the network of state highways and locally maintained roads to link residents to essential services. Transportation funding formulas should provide funding protections or guarantees for California's rural transportation system and reflect that rural counties lack viable means to fund larger projects that provide statewide benefit. We must advocate for formulas that distribute federal funds to support local transportation priorities.

b) **Support efforts to protect the Highway Trust Fund**

Support efforts protecting the Highway Trust Fund and programs that provide funding for local roads, bridges, and transit initiatives including pedestrian and bicycle systems, and other multi-modal transportation programs.

c) **Provide funding that maintains and enhances regional access across Federal Lands and National Parks**

Mono County supports budget policy and legislation that maintains, enhances, and extends the operational season of roads crossing federal lands and National Parks that provide access to communities, federal lands, national parks and monuments.

d) **Support Yosemite Area Regional Transportation and Eastern Sierra Transit Authority funding**

Support efforts to seek sustainable funding for regional public transportation to Yosemite National Park, other National Parks in our region, and other public lands destinations throughout the Eastern Sierra.

e) **Support the resurgence of the Scenic Byway program**

Mono County completed a Scenic Byway Corridor Plan through a federal grant, then shelved the plan because the Scenic Byway program was not funded. The program has been re-established, and continuity of funding is needed for jurisdictions to dust off inactive plans, program their implementation into the workflow again, and being making an impact.

5) **Health and Human Services**

a) **Public Health Crises**

Support and advocate for any legislative or budgetary action, including stimulus money and direct funding for counties, related to the response, recovery and/ or economic impacts of public health crises during both the emergency itself and the recovery phase.

b) **Disaster Response**

Support measures that increase resources for disaster response initiatives requiring county involvement.

c) **Support Cost-Neutral Federal Mandates**

Support full funding to ensure that federal mandates are cost-neutral to the County and pursue revisions to streamline the process for local government.

d) **Oppose legislation to repeal the Affordable Care Act (ACA)**

Work to preserve and expand the number of citizens currently receiving health insurance. Oppose efforts to reduce benefits and block grants or other actions that would shift the current federal/state cost and responsibility to the states and counties.

e) **Ensure that Affordable Care Act (ACA) funding is maintained for local governments**

Support the Prevention and Public Health Fund of the ACA, the nation's first dedicated mandatory funding stream for public health and prevention activities, which supports Mono County health care services to underserved residents.

f) **Medi-Cal Funding**

Support all efforts to adequately fund the federal Medicaid program. Similarly, oppose

all efforts to block grant, cap or otherwise reduce federal and state funding to support this critical safety net program.

- g) **Administration of the Medi-Cal program**
Fully fund county costs for County administration of the Medi-Cal program.
- h) **Managed Care Medi-Cal**
Advocate for a Medi-Cal Managed Care model that generates high healthcare quality scores, increases primary care capacity, improves coordination of care, and conducts outreach to enroll uninsured populations.
- i) **Oppose other eligibility changes, including but not limited to elimination of retroactive benefits or grace periods for eligibility pending verifications.**
- j) **Oppose turning Medicaid over to States**
Oppose efforts to turn Medicaid (Medi-Cal in California) over to the states with less federal funding.
- k) **Support full funding of programs that provide health insurance to children.**
- l) **Support funding of Veterans benefits**
Support provision and funding for current benefits and health care programs for Veterans.
- m) **Support Women's Rights to Health**
Health care is key to women's well-being and economic stability. Support provisions that make sure new health care law works for women.
- n) **Support Child Welfare**
 - i) **Federal Family First Prevention Services Act of 2018**
Advocate for full federal and state funding of the Federal Family First Prevention Services Act of 2018 (P.L. 115-123) enacted to reform the federal foster care system.
 - ii) Support efforts to reform child welfare financing, including expanding the types of prevention activities eligible for the IV-E foster care financial match.
 - iii) Support a provision allowing for "skyping" with non-minor youth in the extended foster care program when the youth is attending college or living in another state or out of country as an alternative to monthly, in-person visits.
 - iv) Support increased federal funding for services and income support needed by parents seeking to reunify with their children in foster care.
 - v) Support increased federal financial support for programs that assist foster youth in the transition to self-sufficiency, including post- emancipation assistance such as secondary education, job training, and access to health care.
 - vi) Support retaining the entitlement nature of the Title IV-E Foster Care and Adoption Assistance programs and eliminate outdated rules that base the child's eligibility for funds on parental income and circumstances.
 - vii) Support legislation that would provide tax credits to companies that hire current

or former foster youth.

viii) Support increased federal funding to respond to the service needs of youth who are victims of commercial sexual exploitation.

ix) Support working families and reduce childhood poverty through legislation to retain and expand the Earned Income Tax Credit.

o) Support legislation to combat human trafficking

Support legislation that will develop or enhance programs and services to combat the negative impact that human trafficking and commercial sexual exploitation of children has on victims and support efforts to provide additional tools, resources, and funding to help counties address this growing problem.

p) Support the enhancement of childcare and development

Support measures that enhance the overall quality, affordability, capacity, accessibility, and safety of childcare and development programs. Specifically, support legislation and budget action that would:

i) Ensure continuity of childcare for children and families.

ii) Preserve, protect and increase funding for subsidized and other government-funded childcare.

iii) Waive family fees, increase vouchers, and establish "crisis factor" stipends

q) Immigration Reform

i) Support immigration reform efforts that would create pathways to full and equal citizenship.

ii) Oppose immigration reform efforts that would restrict the rights of immigrants or break up families, or that would focus on a mass deportation of undocumented immigrants.

r) Oppose Legal Immigrant Benefit Changes

i) Oppose any efforts to include non-cash benefits in the definition of 'public charge'.

ii) Oppose any efforts to further restrict legal immigrants' access to federal benefits.

s) Temporary Assistance for Needy Families (TANF) Reauthorization

i) Support increased federal support for TANF/CalWORKS subsidized employment programs.

ii) Support more flexible work participation requirement measures to give credit for client engagement and for work activities not meeting the current thresholds.

iii) Support the ability of states to provide and receive federal support for vocational education and career technical training for longer than 12 months.

t) Supplemental Nutrition Assistance Program (SNAP)

- i) Oppose proposed rules to limit eligibility, reduce benefits and/or limit state and county flexibility in administering the Supplemental Nutrition Assistance Program (SNAP/CalFresh).
 - ii) Oppose efforts to block grant or otherwise limit the federal contribution to SNAP/CalFresh.
 - iii) Oppose federal mandates to require states to increase SNAP/CalFresh work requirements.
 - iv) Support a thorough review and updates to the U.S. Department of Agriculture's (USDA) Thrifty Food Plan (TFP) to more accurately account for the cost of food, dietary needs, purchasing patterns and regional differences in food costs, housing and medical care, which affect the purchasing power of Supplemental Nutrition Assistance Program (SNAP) benefits.
 - v) Support increased nutritional supplementation efforts at the state and federal levels, including increased aid, longer terms of aid, and increased access for those in need.
 - vi) Support extending Able Bodied Adults Without Dependents work requirement waivers for as many counties and sub-county regions as possible.
 - vii) Support further collaboration with the federal government and national partners to increase outreach and enrollment for SNAP/CalFresh, especially in underserved populations such as students, former foster youth, non-English-speaking populations and seniors.
 - viii) Support provisions to further streamline and simplify federal requirements for SNAP/CalFresh recipients to enhance enrollment and retention.
 - ix) Support additional flexibility for states to align SNAP/CalFresh eligibility and processes with state TANF/CalWORKS programs.
 - x) Support efforts to improve timeliness of data provided by the Food and Nutrition Services (FNS) to states for use in administering SNAP/CalFresh.
- u) **Support Adult and Disability Services**
Support legislation that would provide adequate funding such as state-only funded programs, programs authorized under the Older Americans Act, a return to full funding for Social Services Block Grant (SSBG) programs and increases to the SSBG allocation to keep up with inflation and population growth.
- v) **Support Homelessness Legislation**
Support federal homelessness legislation funding an array of services to individuals and families at risk of or who are experiencing homelessness.



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 7, 2023

Departments: Public Works

TIME REQUIRED 5 minutes

PERSONS Paul Roten, Public Works Director

SUBJECT Amendment to Employment
Agreement with Solid Waste
Superintendent

**APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Proposed amendment to employment agreement with Justin Nalder to add temporary additional duties providing fleet management services, in addition to duties as Solid Waste Superintendent.

RECOMMENDED ACTION:

Announce Fiscal Impact. Adopt Resolution R23- ___, approving an amendment to the contract with Justin Nalder as Solid Waste Superintendent, to add temporary additional duties of Fleet Superintendent, and prescribing the compensation, appointment, and conditions of said employment. Authorize the Board Chair to execute said contract on behalf of the County.

FISCAL IMPACT:

This item increases costs for the remainder of this fiscal year by an estimated \$4,675, of which \$4,029 is salary and \$646 is benefits. The annual cost of this position currently is \$136,726. If this item is approved, the annual cost is estimated at \$147,946, of which \$106,376 is salary and \$41,570 is benefits. This cost increase is for a temporary period.

CONTACT NAME: Paul Roten

PHONE/EMAIL: 7907090427 / proten@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
Resolution
Employment Agreement
Previous Employment Agreement - Solid Waste Manager

History

Time	Who	Approval
2/1/2023 2:51 PM	County Counsel	Yes
2/1/2023 6:33 AM	Finance	Yes
2/2/2023 4:12 PM	County Administrative Office	Yes



MONO COUNTY DEPARTMENT OF PUBLIC WORKS

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

February 7, 2023

To: Honorable Chair and Members of the Board of Supervisors

From: Paul Roten, PW Director

Re: Staff Report - Employment Agreement Amendment with Justin Nalder

Recommended Action:

Announce Fiscal Impact. Adopt Resolution #R23-___, approving an amendment to the contract with Justin Nalder as Solid Waste Superintendent, to add temporary additional duties of Fleet Superintendent, and prescribing the compensation, appointment, and conditions of said employment. Authorize the Board Chair to execute said contract on behalf of the County.

Discussion:

With the vacancy of the Roads / Fleet Operation Superintendent, the duties of that position are being split to better suit the needs of the County. The Roads Superintendent position is currently being advertised in-house, while the Fleet Operations Superintendent duties have been added to the Solid Waste Superintendent's work load. Justin Nalder, current Solid Waste Superintendent, has stepped up to support that position while continuing to oversee his present position as Solid Waste Superintendent and other special assignments such as Environmental Manager for Conway Ranch, Emergency Operations Center (EOC) Director for Mountain View Fire and Logistics Section Chief for Covid19 EOC. With internal review of the department and Justin's specific capabilities, it was determined that a new position should be created. This was originally added to the 2022/2023 fiscal budget under the title of "Road and Fleet Operations Superintendent" and will now be redirected to "Solid Waste and Fleet Operations Superintendent." Justin brings great insight into both Divisions which will benefit from a notable connection in their operations. We look forward to his work sustainably supporting an efficient and effective Public Works Department.

If you have any questions regarding this item please contact Paul Roten at 760-709-0427, or proten@mono.ca.gov

Respectfully submitted,

Paul Roten, Public Works Director



RESOLUTION NO. R23-

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS APPROVING AN
AGREEMENT AND FIRST AMENDMENT TO
EMPLOYMENT AGREEMENT OF JUSTIN NALDER**

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 and First Amendment to the Employment Agreement of Justin Nalder, a copy of which is attached hereto as an exhibit and incorporated herein by this reference as though fully set forth, is hereby approved. The compensation, appointment, and other terms and conditions of employment set forth in the Agreement re Employment of Justin Nalder approved January 5, 2021, and as hereby amended, shall govern the continued employment of Justin Nalder. The Chair of the Board of Supervisors shall execute said Agreement and First Amendment on behalf of the County.

PASSED AND ADOPTED this 7th day of February, 2023, by the following vote:

AYES :
NOES :
ABSTAIN :
ABSENT :

ATTEST: _____
Clerk of the Board

Rhonda Duggan, Chair
Board of Supervisors

APPROVED AS TO FORM:

COUNTY COUNSEL

**AGREEMENT AND FIRST AMENDMENT TO
AGREEMENT REGARDING EMPLOYMENT
OF JUSTIN NALDER**

This Agreement and First Amendment is entered into by and between Justin Nalder and the County of Mono (collectively “the parties”) for the purpose of amending the Employment Agreement of Justin Nalder adopted by Resolution R21-08 on January 5, 2021 (“the Agreement”).

I. RECITALS

- A. The County currently employs Justin Nalder (hereinafter “Mr. Nalder”) as its Solid Waste Superintendent in accordance with the terms and conditions of the Agreement.
- B. The County now wishes to temporarily add the duties of fleet services management to Mr. Nalder’s existing job responsibilities pursuant to the terms and conditions set forth in this First Amendment. Mr. Nalder is willing to accept such temporary appointment.

II. AGREEMENT

NOW, THEREFORE, the parties agree to amend the Agreement as follows:

- 1. The following is added to Section 2 of the Agreement:

“Notwithstanding anything to the contrary contained in this Agreement, commencing on February 7, 2023, and until otherwise directed by the Public Works Director, Mr. Nalder shall additionally provide fleet services management for Mono County. In the event the Public Works Director notifies Mr. Nalder that he will no longer serve perform these services, this First Amendment shall automatically terminate and Mr. Nalder’s employment shall continue to be governed by the Agreement.”

- 2. The following is added to Section 3 of the Agreement:

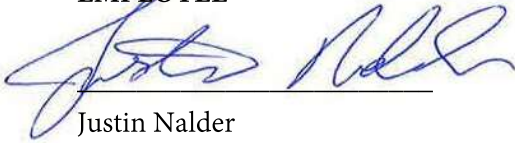
“Notwithstanding anything to the contrary herein, commencing on February 7, 2023, and until such time as Mr. Nalder ceases to perform fleet services management duties in addition to his regular duties as Solid Waste Superintendent, he shall receive an additional 10% of base salary.”

- 3. All other provisions of the Agreement not hereby amended shall remain in full force and effect.

III. EXECUTION:

The parties hereby execute this Agreement and First Amendment this 7th day of February, 2023.

EMPLOYEE



Justin Nalder

THE COUNTY OF MONO

Rhonda Duggan, Chair
Board of Supervisors

APPROVED AS TO FORM:



County Counsel



R21-08

**A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS
APPROVING AN EMPLOYMENT AGREEMENT WITH JUSTIN NALDER 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 Employment Agreement of Justin Nalder 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 Mr. Nalder. The Chair of the Board of Supervisors shall execute said Agreement on behalf of the County.


PASSED, APPROVED and ADOPTED this 5th day of January, 2021, by the following vote, to wit:

- AYES:** Supervisors Corless, Duggan, Gardner, Kreitz, and Peters.
- NOES:** None.
- ABSENT:** None.
- ABSTAIN:** None.


Jennifer Kreitz (Jan 7, 2021 09:51 PST)
 Jennifer Kreitz, Chair
 Mono County Board of Supervisors

ATTEST:

APPROVED AS TO FORM:


Queenie Barnard (Jan 7, 2021 14:56 PST)
 Clerk of the Board


Stacey Simon (Jan 7, 2021 16:53 PST)
 Mono County Counsel's Office

EMPLOYMENT AGREEMENT OF JUSTIN NALDER

This Agreement is entered into by and between Justin Nalder and the County of Mono.

I. RECITALS

The County wishes to continue to employ Justin Nalder as Solid Waste Superintendent on a full-time basis on the terms and conditions set forth in this Agreement. Mr. Nalder wishes to accept continued employment with the County on said terms and conditions.

II. AGREEMENT

1. The term of this Agreement shall be January 5, 2021 through January 4, 2024, 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 Mr. Nalder. The County shall notify Mr. Nalder in writing no later than July 4, 2023, whether it intends to negotiate a renewal of this Agreement. In the event the County fails to provide such notice, Mr. Nalder 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 Mr. Nalder 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 Mr. Nalder as a result of the cured breach. If County does not cure the breach, following receipt of timely notice from Mr. Nalder, then the Agreement shall automatically renew for another three years, commencing on the date of its expiration, on the same terms in effect at the time of renewal.
2. Mr. Nalder shall continue to be employed by Mono County as Solid Waste Superintendent, serving at the will and pleasure of the Public Works Director in accordance with the terms and conditions of this Agreement. Mr. Nalder accepts such continued employment. The Public Works Director shall be deemed the "appointing authority" for all purposes with respect to Mr. Nalder's employment.
3. Mr. Nalder's salary shall be \$7,689 per month, effective January 1, 2021. Mr. Nalder understands that he is responsible for paying the employee's share of any retirement contributions owed to the Public Employees Retirement System

(PERS) with respect to his employment for the County, and also any employee share of the "normal cost" of his retirement benefits that may be mandated by the Public Employees' Pension Reform Act of 2013 (PEPRA). Any further increases during the term of this agreement shall be in accordance with Mono County Resolution R20-57. Notwithstanding the foregoing, in the event that the management compensation study currently underway indicates that a change in Mr. Nalder's salary is warranted, it is agreed that this contract will be reopened for discussion and potential re-negotiation with respect to Mr. Nalder's salary. During such negotiations the County shall consider and discuss the issue of increased compensation with Mr. Nalder in good faith, but the County's decision whether or not to grant such additional compensation shall be final and non-appealable.

4. Mr. Nalder shall continue to 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 his employment will be exempt from the payment of overtime or compensatory time-off under the Fair Labor Standards Act, he shall be entitled to 80 hours of merit leave (aka administrative leave) during each year of service under this Agreement. Mr. Nalder understands that said merit leave does not accrue from one calendar year to the next; rather, it must be used by December 31st of each calendar year in which it is provided, or it is lost.
5. To the extent deemed appropriate by the Public Works Director, the County shall pay the professional dues, subscriptions, and other educational expenses necessary for Mr. Nalder's full participation in applicable professional associations, or 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, Mr. Nalder 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, CalPERS medical insurance, County dental and vision coverage, and life insurance. Such benefits include CalPERS retirement benefits (2.0% @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," adopted by Resolution of the Mono County Board of Supervisors, as the same may be amended from time to time and unilaterally implemented by the County.
7. Mr. Nalder understands and agrees that his 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 his actual and regular rendering of personal services to the County or, in the event of any absence, upon his proper use of any accrued leave. Should Mr. Nalder cease rendering such services during this Agreement and be absent from work without any accrued leave to cover said absence, then he shall cease earning or receiving any additional compensation or benefits until such time as he 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 Mr. Nalder'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 Mr. Nalder's employment, the Public Works Director may terminate Justin Nalder'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. Mr. Nalder understands and acknowledges that as an "at will" employee, he will not have permanent status nor will his employment be governed by the County Personnel System except to the extent that System is ever modified to apply expressly to at-will employees. Among other things, he will have no property interest in his 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 Public Works Director may, in his or her discretion, take during Mr. Nalder's employment.
9. On or before the effective date of any such termination, Mr. Nalder shall receive as severance pay a lump sum equal to six months' salary or to the extent that fewer than six full calendar months before this Agreement would have expired, Mr. Nalder shall instead receive a lesser amount equal to any remaining salary payments he would have received before expiration of the Agreement had he not been terminated. Notwithstanding the foregoing, Mr. Nalder shall receive severance pay equal to six months' salary in the event that termination occurs after the County has notified Mr. Nalder 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, Mr. Nalder shall not be entitled to any severance pay in the event that the Public Works Director has grounds to discipline him on or about the time he or she gives the 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 or any successor provision, as the same may be amended from time to time. Mr. Nalder shall also not be entitled to any severance pay in the event that he becomes unable to perform the essential functions of his position (with or without reasonable accommodations) and his employment is duly terminated for such non-disciplinary reasons.
11. Mr. Nalder may resign his employment with the County at any time. His 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. Mr. Nalder 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 Justin Nalder. Consistent with Mr. Nalder's uninterrupted employment status, this Agreement shall have no effect on any sick leave or vacation time that Mr. Nalder may have accrued as of the effective date of this Agreement nor on his original date of hire or total years of service as a County employee, to the extent the same may be relevant in determining such accruals or Mr. Nalder's date of eligibility for or vesting of any non-salary benefits or for any other purpose.
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 Mr. Nalder'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 Mr. Nalder's sole remedy in response to any failure by the County to comply with this Agreement shall be traditional mandamus. Pursuant to Government Code sections 53243 Mr. Nalder shall reimburse the County for any paid leave pending an investigation, legal

criminal defense, or cash settlement related to termination by the County if Mr. Nalder is convicted of a crime involving abuse of office or position.

14. Mr. Nalder acknowledges that this Agreement is executed voluntarily by him, without duress or undue influence on the part or on behalf of the County. Mr. Nalder further acknowledges that he 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 he 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.

III. EXECUTION:

This Agreement is executed by the parties this 5th day of January 2021.

EMPLOYEE



By: Justin Nalder

APPROVED AS TO FORM:



Stacey Simon (Jan 7, 2021 16:53 PST)

COUNTY COUNSEL

THE COUNTY OF MONO



By: Jennifer Kreitz, Chair
Board of Supervisors



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 7, 2023

Departments: County Counsel

TIME REQUIRED 20 minutes

PERSONS APPEARING BEFORE THE BOARD Stacey Simon, County Counsel

SUBJECT Overview of New Requirements
Related to Campaign Contributions
(SB 1439)

AGENDA DESCRIPTION:

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

Presentation regarding new legal requirements related to recusal from and disclosure prior to specified types of board actions where a board member has received a campaign contribution from a party to or participant in the action within the prior 12 months; prohibition on contributions following action.

RECOMMENDED ACTION:

None (informational only). Provide any desired direction to staff.

FISCAL IMPACT:

None noted.

CONTACT NAME: Stacey Simon

PHONE/EMAIL: x1704 / ssimon@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Presentation
Bill Text

History

Time	Who	Approval
2/1/2023 12:59 PM	County Counsel	Yes
1/31/2023 12:34 PM	Finance	Yes

2/2/2023 6:00 PM

County Administrative Office

Yes

SB1439 – Levine Act

NEW DISCLOSURE AND RECUSAL
REQUIREMENTS RELATED TO
CAMPAIGN CONTRIBUTIONS FOR
2023



The Levine Act is part of the Political Reform Act, found at Government Code Section 84308

THE LEVINE ACT HISTORICALLY APPLIED ONLY TO PUBLIC OFFICIALS AT AGENCIES WHOSE OFFICERS WERE NOT DIRECTLY ELECTED BY THE VOTERS

In 2022 (effective January 1, 2023), SB1439 amended the Levine Act – it now applies to agencies with officers directly elected by the voters

ACCORDINGLY, THE LEVINE ACT
NOW APPLIES TO THE BOARD OF
SUPERVISORS



What does the Levine Act require?

Disclose, Recuse, Refuse



1. Disclose

If a Board member has received campaign contributions totaling \$250 or more within the preceding twelve months (excluding any period prior to January 1, 2023), from a party or agent of the party, or from a participant or agent of a participant, in a Board proceeding that involves a license, franchise, permit, contract (other than competitively bid, labor or personal employment contracts), or other entitlement, ***both the Board member and the party or participant making the contribution*** must disclose the contribution in writing prior to the meeting or verbally at the meeting.

2. Recuse

The Board member is then disqualified from participating in the proceeding and must recuse himself or herself.

As with other types of conflict of interest, the Board member is also prohibited from attempting to influence the decision, whether inside or outside the Boardroom.





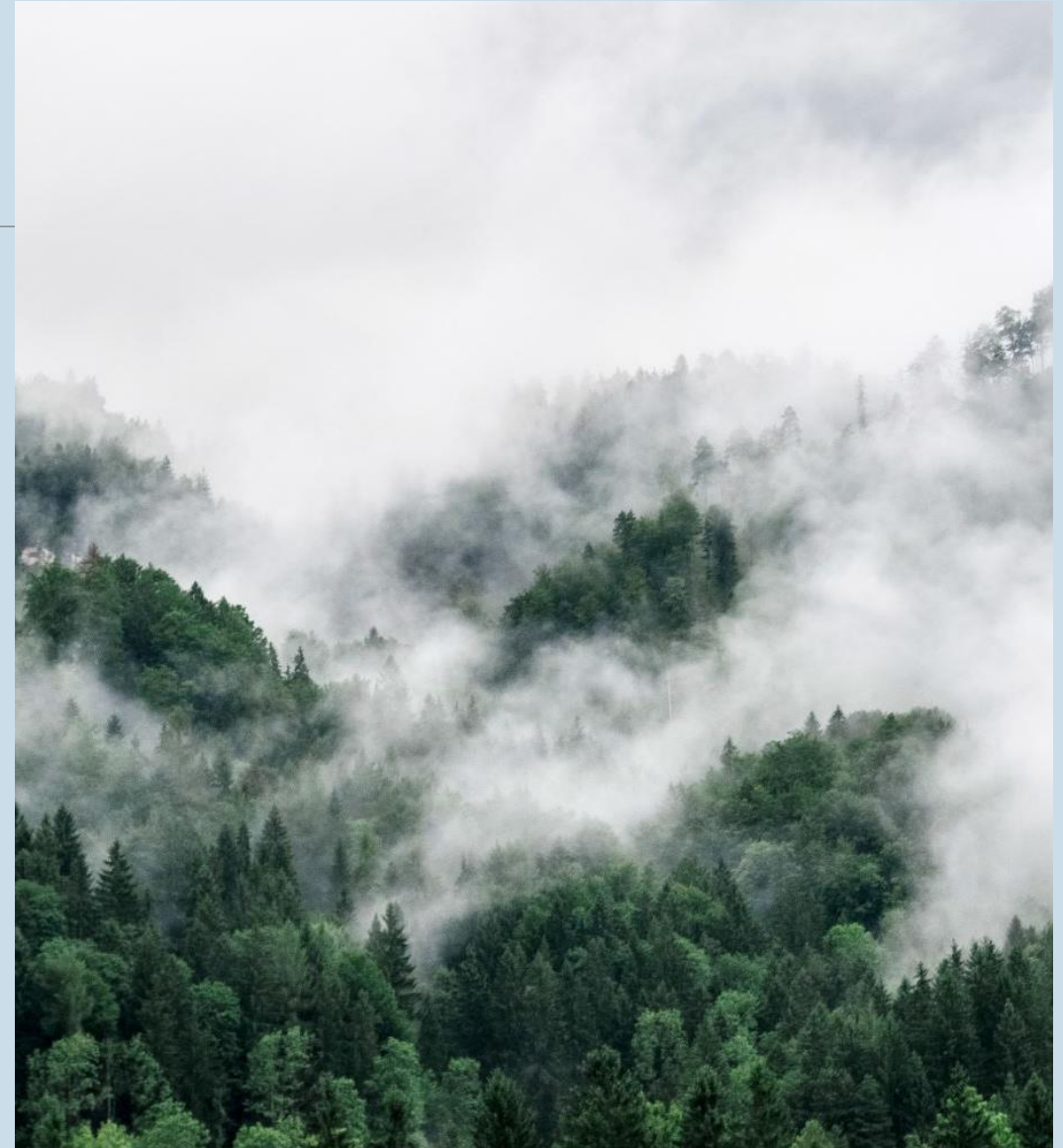
3. Refuse

While the proceeding is pending, and for a period of 12 months following a decision, a Board member may not accept, solicit or direct contributions totaling more than \$250 from any party or party's agent, or from any participant or participant's agent if the Board member knows (or has reason to know) that the participant has a financial interest in the proceeding.

- The prohibition on accepting, soliciting or directing contributions for 12 months following a decision applies regardless of whether the Board member was initially required to recuse themselves during the proceeding.
- The prohibition applies regardless of whether the Board member accepts, solicits, or directs the contribution on their own behalf or on behalf of another officer, candidate or committee.
- The law additionally prohibits the parties and participants from making such contributions. In other words, they violate the law by making the contribution.

Key terms:

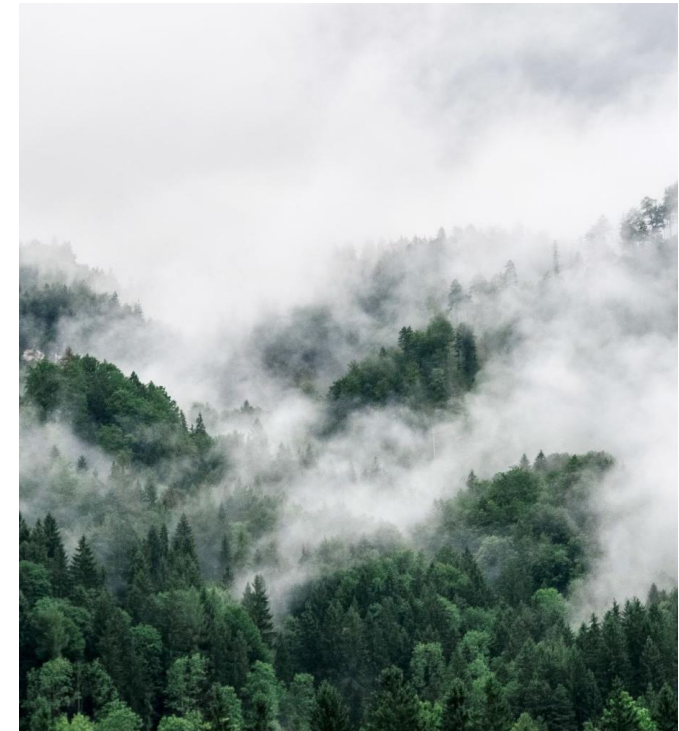
1. **“Party”** means any person or entity who files an application for, or is the subject of, a proceeding involving a license, permit, franchise, covered contract or other entitlement for use. Agent means someone acting on their behalf under their direction.
2. **“Participant”** means any person who is not a party but who actively supports or opposes a decision in the proceeding and who has a financial interest in the permit, license, covered contract or other entitlement. “Actively support” includes in-person lobbying of County officers or employees, testifying in person before the County or otherwise acting to influence officers of the agency.
3. **“Contribution”** includes contributions to candidates and committees in federal, state, or local elections.
4. **“Officer”** means any elected or appointed officer of the County, any alternate to an elected or appointed officer, and any candidate for elective office in the County.



Exception if contribution is returned (with caveats)

A. Before the decision - If an officer receives a contribution during a proceeding which would otherwise require disclosure and disqualification, but returns the contribution within 30 days of the date the officer knew (or should have known) about both the contribution and the proceeding, the officer may participate in the proceeding.

B. After the decision - If an officer accepts, solicits or directs a contribution of more than \$250 during the 12 months following the final decision in the proceeding, the officer may cure the violation by returning the contribution (or the portion in excess of \$250), within 14 days of accepting, soliciting or directing the contribution (whichever occurs last) ... but only if the officer did now knowingly and willfully accept, solicit, or direct the prohibited contribution.

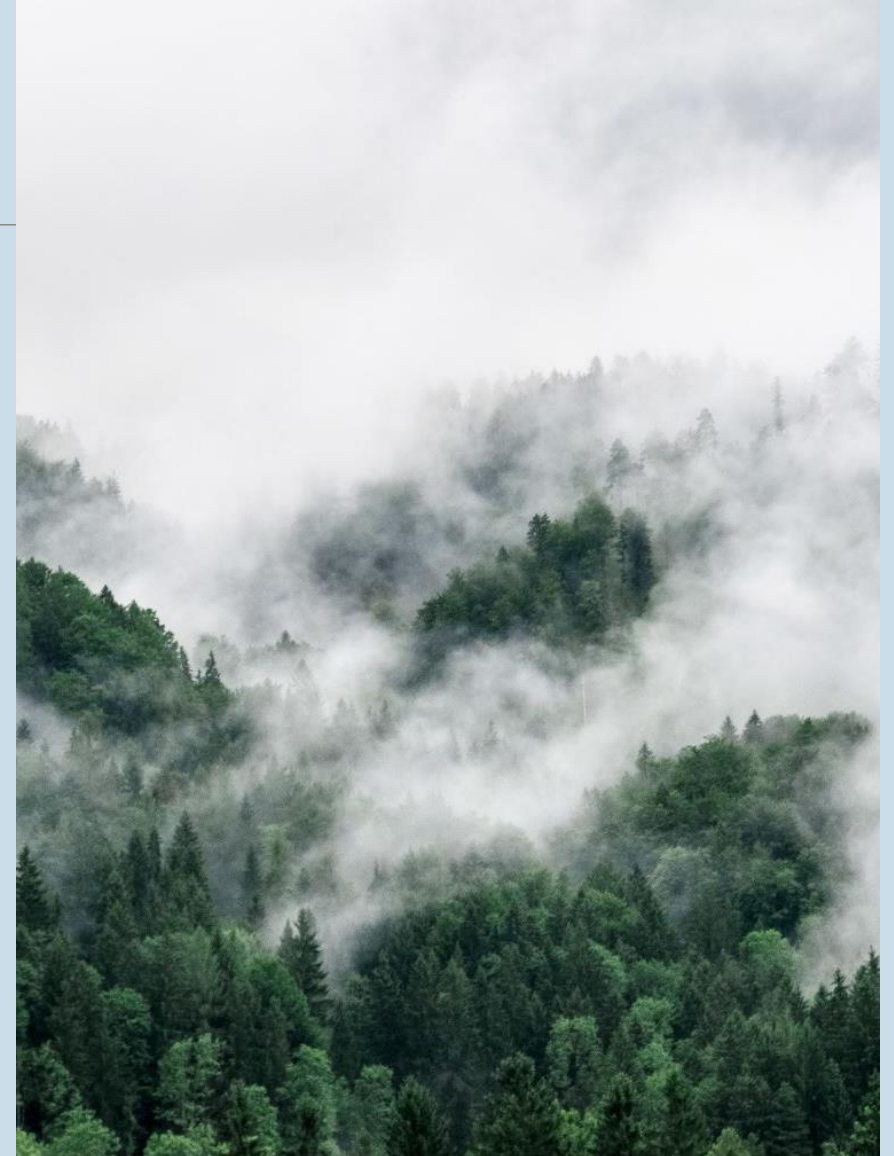


Hypothetical 1:

Desi Developer makes a campaign contribution of \$500 in October of 2023 to a supervisorial candidate (Susie Supervisor). Susie is elected in November and takes office in January of 2024.

Desi applies for a use permit from County for Darn Good Development Project. The use permit is agendized for Board consideration in February of 2024.

1. What must Susie do?
2. What must Desi do?
3. What must the other Supervisors (none of whom received a contribution from Desi) do?

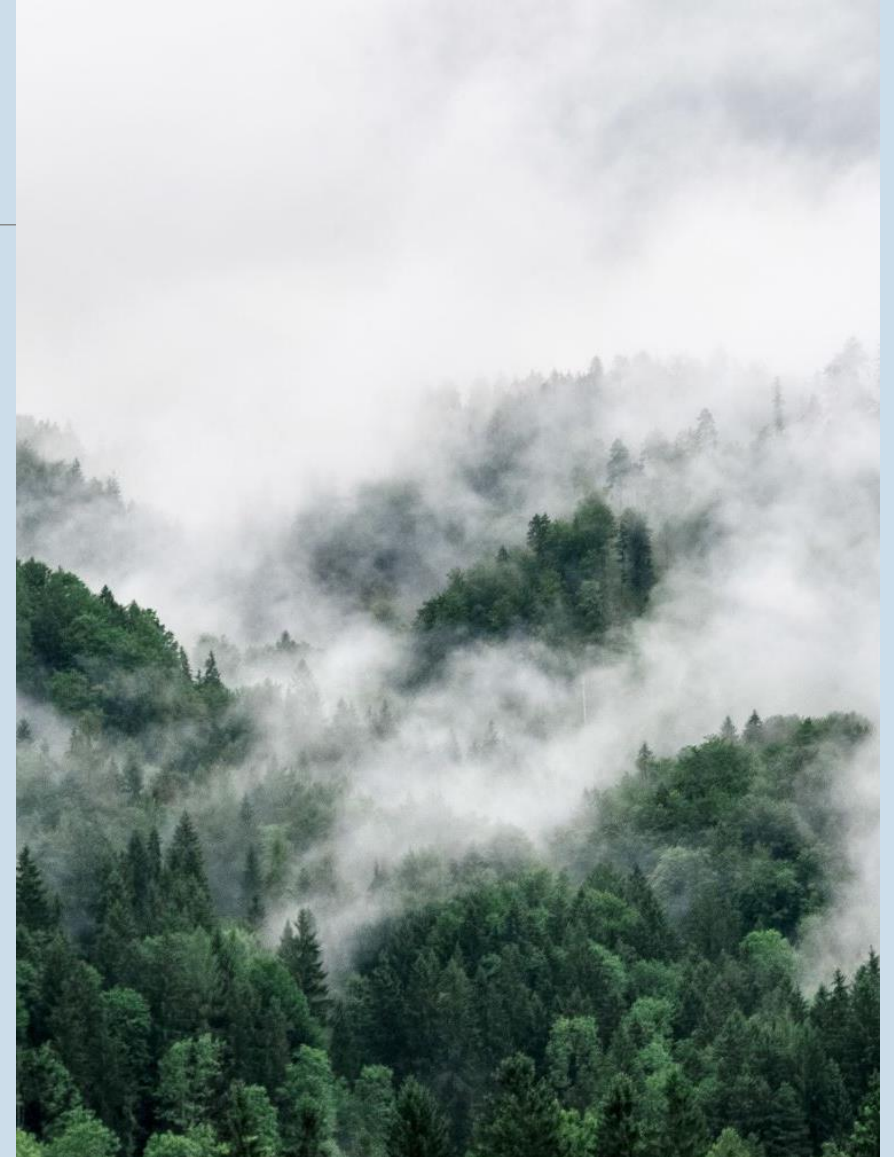


Hypothetical 2:

Conrad Consultant is the majority shareholder of a consulting firm “We Do Your Work.” (WDYW). On October 5, 2023, Conrad made a \$500 campaign contribution to Sam Supervisor. This is not a competitively bid contract.

County staff would like to contract with WDYW. The contract with WDYW is agendized for Board consideration on March 3, 2024.

1. What must Sam do?
2. What must Conrad do?
3. What must the other Supervisors (none of whom received a contribution from WDYW) do?



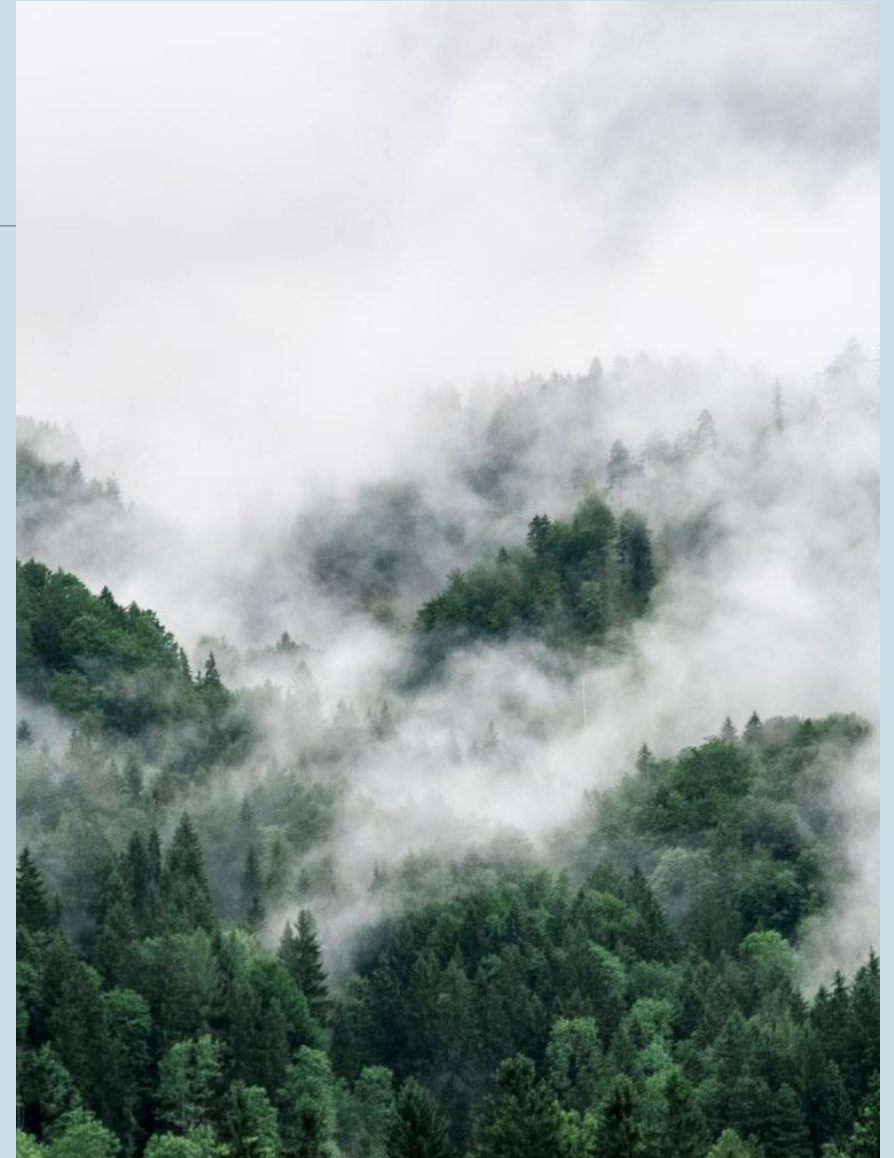
Hypothetical 3:

County has released a request for bids (RFB) seeking a contractor to construct Super Skatepark.

Connie Contractor submits a bid for the job, which is determined to be the lowest responsible bid.

On October 5, 2023, Connie made a \$500 campaign contribution to Susie Supervisor. The contract with Connie is agendized for award by the Board of Supervisors on March 3, 2024.

1. What must Susie do?
2. What must Connie do?
3. What must the other Supervisors (none of whom received a contribution) do?



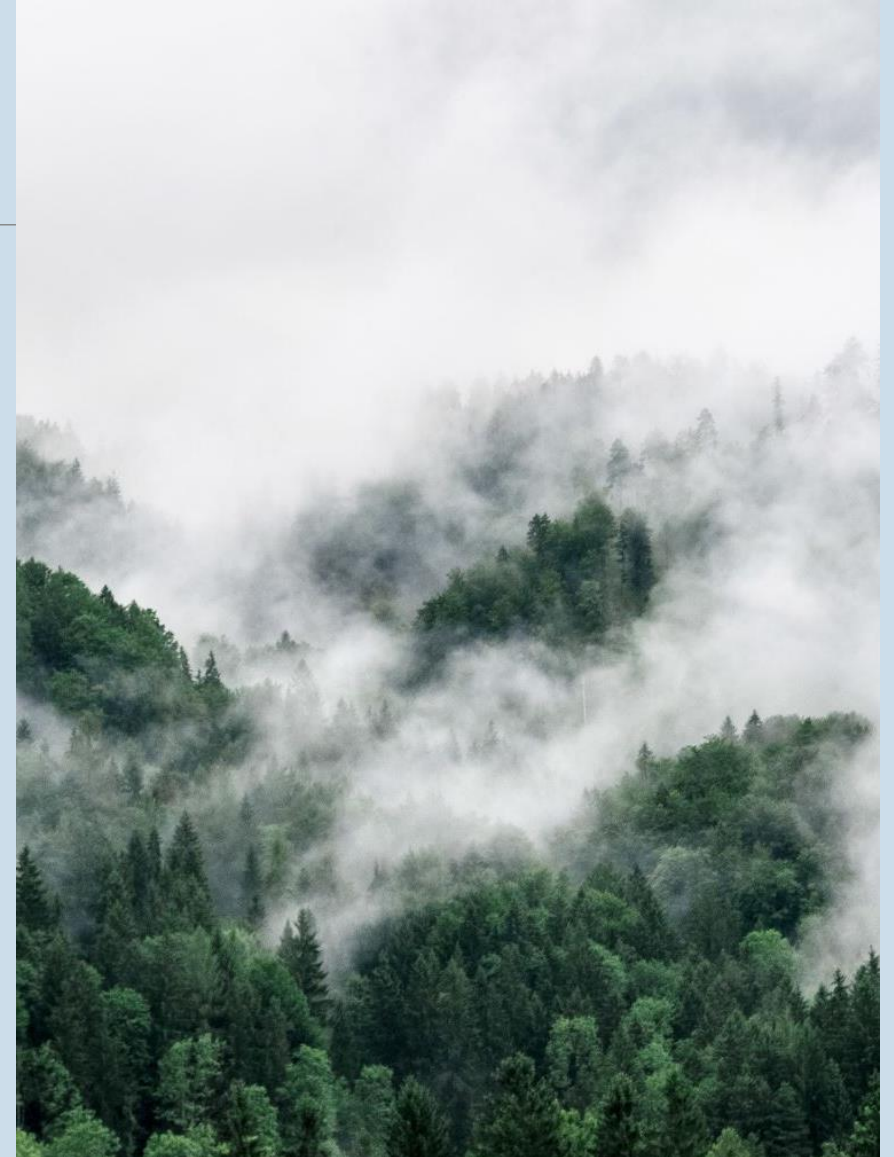
Hypothetical 4:

County's department of Important Services would like to contract with an outside firm "Get it Done", owned by Polly Provider, to provide services to the department and to replace its current firm "Services 'R' Us", owned by Sal Services.

The contract is not subject to competitive bidding.

The contract with "Get it Done" is approved by the Board on June 1, 2023, after a contentious discussion and public comment. During the discussion, Sal Services, owner of "Services 'R' Us", expresses that the County should not contract with Polly Provider, but should instead maintain its existing contract with his firm. Neither Polly nor Sal made campaign contributions to any Board members prior to the meeting.

1. May a member of the Board accept a campaign contribution from Polly in October of 2023?
2. May a member of the Board accept a campaign contribution from Sal in October of 2023?
3. May a member of the Board ask Sal or Polly to make a campaign contribution to another candidate in October of 2023?

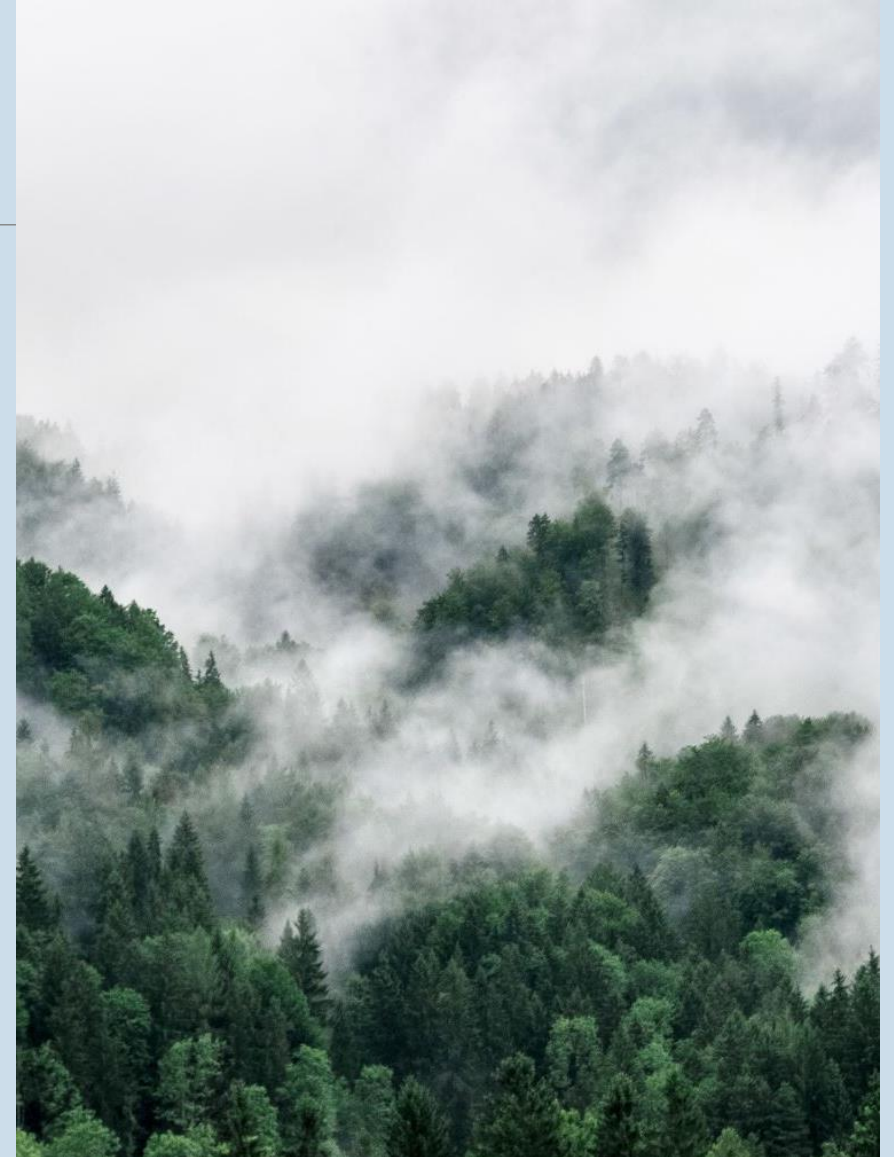


Hypothetical 5:

County's department of Building Things is planning to cut down trees to construct a parking lot. They agendize the project for Board direction at a meeting on September 15, 2023. On September 14, 2023, Elvira Environmentalist, a retired nuclear engineer, contributes \$500 to the campaigns of all five Board members.

Elvira Environmentalist appears at the Board meeting and implores the Board not to approve the parking lot project because the forest is important habitat. Elvira has no financial interest in the Board's decision or in the project.

Do the Board members have to disclose the contributions and disqualify themselves from participating?



Questions?

Senate Bill No. 1439

CHAPTER 848

An act to amend Section 84308 of the Government Code, relating to the Political Reform Act of 1974.

[Approved by Governor September 29, 2022. Filed with
Secretary of State September 29, 2022.]

LEGISLATIVE COUNSEL'S DIGEST

SB 1439, Glazer. Campaign contributions: agency officers.

The Political Reform Act of 1974 prohibits an officer of an agency from accepting, soliciting, or directing a contribution of more than \$250 from any party, participant, or a party or participant's agent, while a proceeding involving a license, permit, or other entitlement for use is pending before the agency and for 3 months following the date a final decision is rendered in the proceeding, if the officer knows or has reasons to know that the participant has a financial interest, as defined. The act also prohibits a party, participant, or participant's agent from making a contribution of more than \$250 to an officer of the agency during the proceeding and 3 months following the date a final decision is rendered. The act defines "agency" for these purposes to mean any state or local government agency, except certain entities, including local government agencies whose members are directly elected by the voters.

This bill would remove the exception for local government agencies, thereby subjecting them to the prohibition described above. The bill would extend the prohibition on contributions from 3 to 12 months following the date a final decision is rendered in the proceeding. The bill would permit an officer who does not willfully and knowingly accept, solicit, or direct a prohibited contribution to cure the violation by returning it. The bill would require the party to a proceeding to disclose whether the party or the party's agent has made a contribution of more than \$250 in the 12 months before the proceeding.

A violation of the act is punishable as a misdemeanor. By expanding the scope of restrictions on contributions, this bill would expand the scope of an existing crime, and therefore would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

The Political Reform Act of 1974, an initiative measure, provides that the Legislature may amend the act to further the act's purposes upon a $\frac{2}{3}$

vote of each house of the Legislature and compliance with specified procedural requirements.

This bill would declare that it furthers the purposes of the act.

The people of the State of California do enact as follows:

SECTION 1. Section 84308 of the Government Code is amended to read:

84308. (a) The definitions set forth in this subdivision shall govern the interpretation of this section.

(1) “Party” means any person who files an application for, or is the subject of, a proceeding involving a license, permit, or other entitlement for use.

(2) “Participant” means any person who is not a party but who actively supports or opposes a particular decision in a proceeding involving a license, permit, or other entitlement for use and who has a financial interest in the decision, as described in Article 1 (commencing with Section 87100) of Chapter 7. A person actively supports or opposes a particular decision in a proceeding if that person lobbies in person the officers or employees of the agency, testifies in person before the agency, or otherwise acts to influence officers of the agency.

(3) “Agency” means an agency as defined in Section 82003 except that it does not include the courts or any agency in the judicial branch of government, the Legislature, the Board of Equalization, or constitutional officers. However, this section applies to any person who is a member of an exempted agency but is acting as a voting member of another agency.

(4) “Officer” means any elected or appointed officer of an agency, any alternate to an elected or appointed officer of an agency, and any candidate for elective office in an agency.

(5) “License, permit, or other entitlement for use” means all business, professional, trade, and land use licenses and permits and all other entitlements for use, including all entitlements for land use, all contracts (other than competitively bid, labor, or personal employment contracts), and all franchises.

(6) “Contribution” includes contributions to candidates and committees in federal, state, or local elections.

(b) While a proceeding involving a license, permit, or other entitlement for use is pending, and for 12 months following the date a final decision is rendered in the proceeding, an officer of an agency shall not accept, solicit, or direct a contribution of more than two hundred fifty dollars (\$250) from any party or a party’s agent, or from any participant or a participant’s agent if the officer knows or has reason to know that the participant has a financial interest, as that term is used in Article 1 (commencing with Section 87100) of Chapter 7. This prohibition shall apply regardless of whether the officer accepts, solicits, or directs the contribution on the officer’s own behalf, or on behalf of any other officer, or on behalf of any candidate for office or on behalf of any committee.

(c) Prior to rendering any decision in a proceeding involving a license, permit, or other entitlement for use pending before an agency, each officer of the agency who received a contribution within the preceding 12 months in an amount of more than two hundred fifty dollars (\$250) from a party or from any participant shall disclose that fact on the record of the proceeding. An officer of an agency shall not make, participate in making, or in any way attempt to use the officer's official position to influence the decision in a proceeding involving a license, permit, or other entitlement for use pending before the agency if the officer has willfully or knowingly received a contribution in an amount of more than two hundred fifty dollars (\$250) within the preceding 12 months from a party or a party's agent, or from any participant or a participant's agent if the officer knows or has reason to know that the participant has a financial interest in the decision, as that term is described with respect to public officials in Article 1 (commencing with Section 87100) of Chapter 7.

(d) (1) If an officer receives a contribution which would otherwise require disqualification under this section, and returns the contribution within 30 days from the time the officer knows, or should have known, about the contribution and the proceeding involving a license, permit, or other entitlement for use, the officer shall be permitted to participate in the proceeding.

(2) (A) Subject to subparagraph (B), if an officer accepts, solicits, or directs a contribution of more than two hundred fifty dollars (\$250) during the 12 months after the date a final decision is rendered in the proceeding in violation of subdivision (b), the officer may cure the violation by returning the contribution, or the portion of the contribution in excess of two hundred fifty dollars (\$250), within 14 days of accepting, soliciting, or directing the contribution, whichever comes latest.

(B) An officer may cure a violation as specified in subparagraph (A) only if the officer did not knowingly and willfully accept, solicit, or direct the prohibited contribution.

(C) An officer's controlled committee, or the officer if no controlled committee exists, shall maintain records of curing any violation pursuant to this paragraph.

(e) (1) A party to a proceeding before an agency involving a license, permit, or other entitlement for use shall disclose on the record of the proceeding any contribution in an amount of more than two hundred fifty dollars (\$250) made within the preceding 12 months by the party or the party's agent.

(2) A party, or agent to a party, to a proceeding involving a license, permit, or other entitlement for use pending before any agency or a participant, or agent to a participant, in the proceeding shall not make a contribution of more than two hundred fifty dollars (\$250) to any officer of that agency during the proceeding and for 12 months following the date a final decision is rendered by the agency in the proceeding.

(3) When a closed corporation is a party to, or a participant in, a proceeding involving a license, permit, or other entitlement for use pending

before an agency, the majority shareholder is subject to the disclosure and prohibition requirements specified in this section.

(f) This section shall not be construed to imply that any contribution subject to being reported under this title shall not be so reported.

SEC. 2. No reimbursement is required by this act pursuant to Section 6 of Article XIII B of the California Constitution because the only costs that may be incurred by a local agency or school district will be incurred because this act creates a new crime or infraction, eliminates a crime or infraction, or changes the penalty for a crime or infraction, within the meaning of Section 17556 of the Government Code, or changes the definition of a crime within the meaning of Section 6 of Article XIII B of the California Constitution.

SEC. 3. The Legislature finds and declares that this bill furthers the purposes of the Political Reform Act of 1974 within the meaning of subdivision (a) of Section 81012 of the Government Code.



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 7, 2023

Departments: Public Health

TIME REQUIRED 20 minutes

SUBJECT FY 2022-2027 Public Health
Emergency Preparedness Grant
Agreement #22-10664

**PERSONS
APPEARING
BEFORE THE
BOARD**

Brianne Chappell-McGovern,
Emergency Preparedness Manager;
Kathy Peterson, Interim Public Health
Director

AGENDA DESCRIPTION:

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

Proposed contract with California Department of Public Health (CDPH) Emergency Preparedness Office pertaining to FY 2022-2027 Public Health Emergency Preparedness Grant Agreement #22-10664.

RECOMMENDED ACTION:

Approve, and authorize Board Chair to sign, contract with the California Department of Public Health (CDPH) Emergency Preparedness Office for the 2022-23 to 2026-27 Centers for Disease Control and Prevention (CDC) Public Health Emergency Preparedness (PHEP), State General Fund (GF) Pandemic Influenza, and Assistant Secretary for Preparedness and Response (ASPR) Hospital Preparedness Program (HPP) Funding Grant Agreement Number 22-10664 for the period of July 1, 2022 through June 30, 2027 and a not-to-exceed amount of \$1,673,669. Additionally, provide authorization for the Public Health Director to approve minor amendments and/or revisions that may occur during the contract period provided such amendments do not alter the amount not-to-exceed and do not substantially alter the scope of work or budget and are approved as to form by County Counsel.

FISCAL IMPACT:

There is no fiscal impact to the County General Fund. The maximum amount payable under this 5-year term grant agreement shall not exceed the amount of \$1,673,669. FY 22/23, Year 1, funding allocation is \$298,758.

CONTACT NAME: Kathy Peterson or Brianne Chappell-McGovern

PHONE/EMAIL: 760-924-1829 / Kpeterson@mono.ca.gov or Bchappell-mcgovern@mono.ca.gov

SEND COPIES TO:

Kathy Peterson, Interim Public Health Director,
kpeterson@mono.ca.gov Brianne Chappell-McGovern,
Emergency Preparedness Manager, bchappell-
mcgovern@mono.ca.gov Stephanie Butters, Fiscal and
Administrative Officer, sbutters@mono.ca.gov

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
Grant Agreement
Exhibit A Scope of Work
Exhibit B Budget Detail and Payment Provisions
Exhibit C Standard Grant Conditions
Exhibit D Request for Applications
Exhibit E Additional Provisions
Exhibit F Federal Terms and Conditions

History

Time	Who	Approval
1/25/2023 9:35 AM	County Counsel	Yes
1/31/2023 12:33 PM	Finance	Yes
2/2/2023 4:54 PM	County Administrative Office	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: January 18, 2023
TO: Mono County Board of Supervisors
FROM: Kathy Peterson, Interim Director of Public Health
Brianne Chappell-McGovern, Emergency Preparedness Manager
SUBJECT: FY 2022-2027 Public Health Emergency Preparedness Grant Agreement #22-10664

Recommendation:

Approve, and authorize Board Chair to sign, contract with the California Department of Public Health (CDPH) Emergency Preparedness Office for the 2022-23 to 2026-27 Centers for Disease Control and Prevention (CDC) Public Health Emergency Preparedness (PHEP), State General Fund (GF) Pandemic Influenza, and Assistant Secretary for Preparedness and Response (ASPR) Hospital Preparedness Program (HPP) Funding Grant Agreement Number 22-10664 for the period of July 1, 2022 through June 30, 2027 and a not-to-exceed amount of \$1,673,669.

Additionally, provide authorization for the Public Health Director to approve minor amendments and/or revisions that may occur during the contract period provided such amendments do not alter the amount not-to-exceed and do not substantially alter the scope of work or budget and are approved as to form by County Counsel.

Discussion:

The Mono County Health Department has contracted with the California Department of Public Health (CDPH) Emergency Preparedness Office since FY 2002/03 to provide funding for public health and medical emergency preparedness goals and objectives in accordance with the Public Health Emergency Preparedness (PHEP), Pandemic Influenza, Hospital Preparedness Program (HPP), and CDPH guidance.

Grant Agreement Number 22-10664 is a new five (5) year grant cycle term from July 1, 2022 through June 30, 2027 with a maximum not to exceed payable amount of \$1,673,669. This agreement provides funds for Public Health to address planning, preparedness, response, mitigation, and recovery for all hazards and events that potentially impact the health of the public.

Fiscal Impact:

There is no fiscal impact to the County General Fund. The maximum amount payable under this 5-year term grant agreement shall not exceed the amount of \$1,673,699. FY 22/23, Year 1, funding allocation is \$298,758.

For questions, please contact Kathy Peterson, 760-937-6518, kpeterson@mono.ca.gov or Brianne Chappell-McGovern, 760-924-1829, bchappell-mcgovern@mono.ca.gov.

2022-23 to 2026-27 CDC Public Health Emergency Preparedness (PHEP), State General Fund (GF) Pandemic Influenza, ASPR Hospital Preparedness Program (HPP) Funding

Awarded By

THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH, hereinafter “Department”

TO

Mono County, hereinafter “Grantee”

Implementing the CDC Public Health Emergency Preparedness (PHEP), State General Fund (GF) Pandemic Influenza, ASPR Hospital Preparedness Program (HPP),” hereinafter “Project”

GRANT AGREEMENT NUMBER 22-10664

The Department awards 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 the California Health and Safety Code, Sections 101315 to 101319.

PURPOSE: The Department shall award this Grant Agreement to and for the benefit of the Grantee; the purpose of the Grant is to provide funding for public health and medical emergency preparedness goals and objectives in accordance with the Centers for Disease Control and Prevention (CDC) #5NU90TP922005-04-00 Public Health Emergency Preparedness (PHEP), the Assistant Secretary for Preparedness and Response (ASPR) Hospital Preparedness Program (HPP), State General Fund (GF) Pandemic Influenza, and CDPH guidance.

GRANT AMOUNT: The maximum amount payable under this Grant Agreement shall not exceed the amount of \$1,673,669

TERM OF GRANT AGREEMENT: The term of the Grant shall begin on July 1, 2022 and terminates on June 30, 2027. No funds may be requested or invoiced for services performed or costs incurred after June 30, 2027.

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

California Department of Public Health	Grantee: Mono County
Attention: Nathan Blair	Attention: Brianne Chappell-McGovern
1615 Capital Avenue	1290 Tavern Rd. Ste. 246
Sacramento, CA 95814	Mammoth lakes, CA 93546-3329
(916) 650-6416	(760)-924-1829 or (775)-815-5008
nathan.blair@cdph.ca.gov	Bchappell-mcgovern@mono.ca.gov

Direct all inquiries to the following representatives:

California Department of Public Health, Emergency Preparedness Office	Grantee: Mono County
Attention: Alix Cote	Attention: Brianne Chappell-McGovern
1615 Capital Avenue	1290 Tavern Rd. Ste. 246
Sacramento, 95814	Mammoth lakes, CA 93546-3329
(916) 650-6416	(760)-924-1829 or (775)-815-5008
Alix.cote@cdph.ca.gov	Bchappell-mcgovern@mono.ca.gov

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

Remittance Address
Grantee: Mono County
Attention: Stephanie Butters
PO Box 476
Bridgeport, CA 93517
(760)-932-5587
sbutters@mono.ca.gov

Either party may make changes to the Project Representatives, or remittance address, by giving a written notice to the other party, said changes shall not require an amendment to this agreement but must be maintained as supporting documentation. Note: Remittance address changes will require the Grantee to submit a completed CDPH 9083 Governmental Entity Taxpayer ID Form or STD 204 Payee Data Record Form and the STD 205 Payee

Data Supplement which can be requested through the CDPH Project Representatives for processing.

STANDARD GRANT PROVISIONS. The Grantee must adhere to all Exhibits listed and any subsequent revisions. The following Exhibits are attached hereto or attached by reference and made a part of this Grant Agreement:

- Exhibit A SCOPE OF WORK
- Exhibit B BUDGET DETAIL AND PAYMENT PROVISIONS
- Exhibit B Attachment 1 Advance Payment Provisions
- Exhibit C STANDARD GRANT CONDITIONS
- Exhibit D REQUEST FOR APPLICATIONS
Including all the requirements and attachments contained therein
- Exhibit E ADDITIONAL PROVISIONS
- Exhibit F FEDERAL TERMS AND CONDITIONS

GRANTEE REPRESENTATIONS: The Grantee(s) accept all terms, provisions, and conditions of this grant, including those stated in the Exhibits incorporated by reference above. The Grantee(s) shall fulfill all assurances and commitments made in the application, declarations, other accompanying documents, and written communications (e.g., e-mail, correspondence) filed in support of the request for grant funding. The Grantee(s) shall comply with and require its subgrantee's to comply with all applicable laws, policies, and regulations.

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

Date: _____
Rhonda Duggan, Chair
Mono County Board of Supervisors
PO Box 715
Bridgeport, CA 93517

Date: _____
Jeannie Galarpe, Chief
Contracts Management Services Section
California Department of Public Health
1616 Capitol Avenue, Suite 74.262
P.O. Box 997377, MS 1800- 1804
Sacramento, CA 95899-7377

Exhibit A
Scope of Work
Hospital Preparedness Program (HPP)

HPP Capability 1: Foundation for Health Care and Medical Readiness

Objective: The community’s health care organizations and other stakeholders – coordinated through a sustainable Health Care Coalition – have strong relationships, identify hazards and risks, and prioritize and address gaps through planning, training, exercising, and managing resources.

Activities to Support the Objective	Timeline	Evaluation/Deliverables
<input checked="" type="checkbox"/> Objective 1: Establish and operationalize a health care coalition (HCC) <input checked="" type="checkbox"/> Objective 2: Identify risk and needs <input checked="" type="checkbox"/> Objective 3: Develop a health care coalition preparedness plan <input checked="" type="checkbox"/> Objective 4: Train and prepare the health care and medical workforce <input checked="" type="checkbox"/> Objective 5: Ensure preparedness is sustainable	7/1/22 – 6/30/27	<ol style="list-style-type: none"> 1. Identify health care coalition members 2. Establish health care coalition governance 3. Assess hazard vulnerabilities and risks 4. Assess regional health care resources 5. Prioritize resource gaps and mitigation strategies 6. Assess community planning for children, pregnant women, seniors, individuals with access and functional needs, including people with disabilities, and others with unique needs 7. Engage clinicians 8. Engage community leaders 9. Promote sustainability of HCC 10. Promote role-appropriate NIMS implementation 11. Educate and train on identified preparedness and response gaps 12. Plan and conduct coordinated exercises with HCC members and other response organizations

Exhibit A
Scope of Work
Hospital Preparedness Program (HPP)

HPP Capability 2: Health Care and Medical Response Coordination

Objective: Health care organizations, the HCC, their jurisdiction(s), and the state's/jurisdiction's ESF-8 lead agency plan and collaborate to share and analyze information, manage and share resources, and coordinate strategies to deliver medical care to all populations during emergencies and planned events.

Activities to Support the Objective	Timeline	Evaluation/Deliverables
<input checked="" type="checkbox"/> Objective 1: Develop and coordinate health care organization and health care coalition response plans <input checked="" type="checkbox"/> Objective 2: Utilize information sharing procedures and platforms <input checked="" type="checkbox"/> Objective 3: Coordinate response strategy, resources, and communications	7/1/22 – 6/30/27	<ol style="list-style-type: none"> 1. Develop a health care coalition response plan 2. Develop information sharing procedures 3. Communicate with the public during an emergency 4. Identify and coordinate resource needs during an emergency 5. Coordinate an incident action planning during an emergency 6. Communicate with health care providers, non-clinical staff, patients, and visitors during an emergency

Exhibit A
Scope of Work
Hospital Preparedness Program (HPP)

HPP Capability 3: Continuity of Health Care Service Delivery

Objective: Health care organizations, with support from the HCC and the state's/jurisdiction's ESF-8 lead agency, provide uninterrupted, optimal medical care to all populations in the face of damaged or disabled health care infrastructure. Health care workers are well-trained, well-educated, and well-equipped to care for patients during emergencies. Simultaneous response and recovery operations result in a return to normal or, ideally, improved operations.

Activities to Support the Objective	Timeline	Evaluation/Deliverables
<input checked="" type="checkbox"/> Objective 2: Plan for continuity of operations <input checked="" type="checkbox"/> Objective 3: Maintain access to non-personnel resources during an emergency <input checked="" type="checkbox"/> Objective 6: Plan for and coordinate health care evacuation and relocation <input checked="" type="checkbox"/> Objective 5: Protect responder safety and health	7/1/22 – 6/30/27	<ol style="list-style-type: none"> 1. Develop a health care organization continuity of operations plan 2. Assess supply chain integrity 3. Assess and address equipment, supply, and pharmaceutical requirements 4. Develop and implement evacuation and relocation plans 5. Distribute resources required to protect the health care workforce 6. Train and exercise to promote responder safety and health

Exhibit A
Scope of Work
Hospital Preparedness Program (HPP)

HPP Capability 4: Medical Surge

Objective: Health care organizations deliver timely and efficient care to their patients even when the demand for health care services exceeds available supply. The HCC, in collaboration with the state’s/jurisdiction’s ESF-8 lead agency, coordinates information and available resources for its members to maintain conventional surge response. When an emergency overwhelms the HCC’s collective resources, the HCC supports the health care delivery system’s transition to contingency and crisis surge response and promotes a timely return to conventional standards of care as soon as possible.

Activities to Support the Objective	Timeline	Evaluation/Deliverables
<input checked="" type="checkbox"/> Objective 1: Plan for a medical surge <input checked="" type="checkbox"/> Objective 2: Respond to a medical surge	7/1/22 – 6/30/27	<ol style="list-style-type: none"> 1. Incorporate medical surge planning into a health care organization emergency operations plan 2. Incorporate medical surge into a health care coalition response plan 3. Implement emergency department and inpatient medical surge response 4. Develop an alternate care system 5. Provide pediatric care during a medical surge response 6. Provide surge management during a chemical or radiation emergency event 7. Provide burn care during a medical surge response 8. Enhance infections disease preparedness and surge response

Exhibit A
Scope of Work
Public Health Emergency Preparedness (PHEP)

PHEP Domain 1: Strengthen Community Resilience

Objective: Community resilience is the ability of a community, through public health agencies, to develop, maintain, and utilize collaborative relationships among government, private, and community organizations to develop and utilize shared plans for responding to and recovering from disasters and public health emergencies.

Capabilities to Support the Domain	Timeline	Evaluation/Deliverables
<input checked="" type="checkbox"/> Capability 1: Community preparedness <input checked="" type="checkbox"/> Capability 2: Community recovery	7/1/22 – 6/30/27	1. Determine the risks to the health of the jurisdiction 2. Ensure HPP coordination 3. Plan for the whole community 4. Focus on the tribal planning and engagement 5. Ensure emergency support function (ESF) cross-discipline coordination and partner and stakeholder collaboration 6. Strengthen and implement plans through training and exercising 7. Obtain public comment and input

PHEP Domain 2: Strengthen Incident Management

Objective: Incident management is the ability to activate, coordinate and manage health and medical emergency operations throughout all phases of an incident through use of a flexible and scalable incident command structure that is consistent with the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).

Capabilities to Support the Domain	Timeline	Evaluation/Deliverables
<input checked="" type="checkbox"/> Capability 3: Emergency operations coordination	7/1/22 – 6/30/27	1. Activate and coordinate public health emergency operations

Exhibit A
Scope of Work
Public Health Emergency Preparedness (PHEP)

PHEP Domain 3: Strengthen Information Management

Objective: Information management is the ability to develop and maintain systems and procedures that facilitate the communication of timely, accurate, and accessible information, alerts, and warnings using a whole community approach. It also includes the ability to exchange health information and situational awareness with federal, state, local, territorial, and tribal governments and partners.

Capabilities to Support the Objective	Timeline	Evaluation/Deliverables
<input checked="" type="checkbox"/> Capability 4: Emergency public information and warning <input checked="" type="checkbox"/> Capability 6: Information sharing	7/1/22 – 6/30/27	1. Maintain situational awareness during incidents 2. Coordinate information sharing 3. Coordinate emergency information and warning

PHEP Domain 4: Strengthen Countermeasures and Mitigation

Objective: Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate nonpharmaceutical and responder safety and health measures during response to a public health incident.

Capabilities to Support the Objective	Timeline	Evaluation/Deliverables
<input checked="" type="checkbox"/> Capability 8: Medical countermeasure dispensing and administration <input checked="" type="checkbox"/> Capability 9: Medical materiel management and distribution <input checked="" type="checkbox"/> Capability 11: Nonpharmaceutical interventions <input checked="" type="checkbox"/> Capability 14: Responder safety and health	7/1/22 – 6/30/27	1. Develop and exercise plans for MCM distribution, dispensing, and vaccine administration 2. Maintain preparedness plans based on risks 3. Participate in ORRs and self-assessment 4. Submit updated MCM action plans 5. Update local distribution site survey 6. Coordinate nonpharmaceutical interventions (NPIs) 7. Support the protection of responders' health and safety

Exhibit A
Scope of Work
Public Health Emergency Preparedness (PHEP)

PHEP Domain 5: Strengthen Surge Management

Objective: Surge management is the ability to coordinate jurisdictional partners and stakeholders to ensure adequate public health, health care, and behavioral services and resources are available during events that exceed the limits of the normal public health and medical infrastructure of an affected community. This includes coordinating expansion of access to public health, health care and behavioral services; mobilizing medical and other volunteers as surge personnel; conducting ongoing surveillance and public health assessments at congregate locations; and coordinating with organizations and agencies to provide fatality management services.

Capabilities to Support the Objective	Timeline	Evaluation/Deliverables
<input checked="" type="checkbox"/> Capability 5: Fatality <input checked="" type="checkbox"/> Capability 7: Mass care <input checked="" type="checkbox"/> Capability 10: Medical surge <input checked="" type="checkbox"/> Capability 15: Volunteer management	7/1/22 – 6/30/27	<ol style="list-style-type: none"> 1. Coordinate activities to manage public health and medical surge 2. Coordinate with public health, health care, mental/behavioral health, and human services needs during mass care operations 3. Coordinate with partners to address public health needs during fatality management operations 4. Coordinate medical and other volunteers to support public health and medical surge 5. Support HPP medical surge planning

Exhibit A
Scope of Work
Public Health Emergency Preparedness (PHEP)

PHEP Domain 6: Strengthen Biosurveillance

Objective: Biosurveillance is the ability to conduct rapid and accurate laboratory tests to identify biological, chemical, radiological, and nuclear agents; and the ability to identify, discover, locate, and monitor - through active and passive surveillance - threats, disease agents, incidents, outbreaks, and adverse events, and provide relevant information in a timely manner to stakeholders and the public.

Capabilities to Support the Objective	Timeline	Evaluation/Deliverables
<input checked="" type="checkbox"/> Capability 12: Public health laboratory testing <input checked="" type="checkbox"/> Capability 13: Public health surveillance and epidemiological investigation	7/1/22 – 6/30/72	<ol style="list-style-type: none"> 1. Conduct epidemiological surveillance and investigation 2. Conduct laboratory testing

Exhibit A
Scope of Work
Pandemic Influenza Planning

Pandemic Influenza

Objective: Strengthen planning and response efforts in order to be prepared for an influenza Pandemic.

Activities to Support the Objective	Timeline	Evaluation/Deliverables
<p><input checked="" type="checkbox"/> Function 1: Update and/or maintain a local Pandemic Influenza plan</p> <p><input checked="" type="checkbox"/> Function 2: Maintain a surveillance system for reporting novel/variant influenza virus infections and influenza-associated deaths in children <18 years of age, and report data via electronic or fax during the regular influenza season.</p> <p><input checked="" type="checkbox"/> Function 3: Maintain the ability to conduct case-based surveillance for influenza as requested by CDC and/or CDPH. For example, all cases, hospitalizations, ICU admissions, or deaths, and report those cases via electronic means or fax during a pandemic.</p> <p><input checked="" type="checkbox"/> Function 4: Maintain the ability of the public health laboratory to type and subtype influenza A viruses and lineage type influenza B viruses (if the laboratory is capable of lineage type testing) for any cases tested for influenza by status of clinical severity (e.g., hospitalized ICU/severe cases, outpatients, and/or fatal cases) during both the regular influenza season and in a pandemic and report results to CDPH through established reporting mechanisms.</p> <p><input checked="" type="checkbox"/> Function 5: Submit influenza positive specimens to the CDPH Viral and Rickettsial Diseases Laboratory (VRDL) for antiviral resistance testing, as provided by CDPH's Immunization Branch, in accordance with the Association of Public Health Laboratories (APHL) Influenza Virologic Surveillance Right Size Roadmap.</p> <p><input checked="" type="checkbox"/> Function 6: Conduct active or passive monitoring for influenza-like illness among persons exposed to avian or novel influenza viruses (e.g., persons exposed to poultry or other animals infected with avian influenza on farms inside or outside of CA, persons exposed to humans with novel or variant influenza virus infections such as H7N9, H5N1, H3N2v, or H1N2v).</p> <p><input checked="" type="checkbox"/> Function 7: Conduct at least one mass vaccination clinic exercise and maximize attendance in order to test and evaluate the mass vaccination capability and capacity.</p> <p><input checked="" type="checkbox"/> Function 8: In conjunction with the immunization coordinator, support efforts to intensify seasonal flu vaccination efforts to enhance pandemic influenza preparedness.</p>	<p>7/1/22 – 6/30/27</p>	<ol style="list-style-type: none"> 1. Up-to-date written policies and procedures in place to ensure pandemic influenza readiness and response, including LHD collaborative efforts with local and state partners, effective administration and documentation of vaccines, guidelines for prioritizing lab testing and distribution of materials to partners, document vaccine administration in the immunization registry, and procedures for communication to promote vaccine and preventative measures. 2. Surveillance systems are maintained to ensure accurate and timely documentation of novel/variant influenza virus infections, influenza-associated deaths in children and/or case-specific data requested by state and federal partners. 3. Local public health laboratories maintain capability and capacity to type and subtype influenza viruses. 4. Updated written procedures in place for monitoring exposed persons exposed to avian or novel influenza viruses, including laboratory testing and ensuring regular communication of activities and outcomes to state partners. 5. Conduct a mass vaccination clinic and complete an After-Action Report/Improvement Plan (AAR/IP). 6. Implementation of processes for ensuring optimal utilization of influenza vaccines within local communities, including target populations such as persons with underlying medical conditions and/or school-aged children.

Exhibit B
Budget Detail and Payment Provisions

1. Invoicing and Payment

- A. Upon completion of project activities as provided in Exhibit A Grant Application/Attachment 1 Grantee Written Modification, 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 total amount of this agreement.
- B. Invoices shall include the Grant Number and shall be submitted electronically or in triplicate not more frequently than monthly in arrears to:

California Department of Public Health
Emergency Preparedness Office
Attn: Local Management Unit
MS 7002
P.O. Box 997377
Sacramento, CA 95899-7377

- C. HPP, PHEP, and Pan Flu 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.
- D. Amount awarded under this Grant is identified in the CDPH 1229 Grant Agreement.

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.

Exhibit B
Budget Detail and Payment Provisions

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.

4. Advance Payments

- A. Advance payments are subject to the provisions outlined in Exhibit B Attachment 1 entitled "Advance Payment Provisions".
- B. Advance payments may be requested annually up to 25% of each annual budget by submitting an invoice for the amount of the advance. Grantor must liquidate or offset the amount of the advance with invoices before the end of each budget year/period. Regular payments thereafter, may be requested not more frequently than once per month in arrears.
- C. If an amendment increases the annual budget total, CDPH may advance up to 25% of any increase. If an amendment decreases the annual budget total, Grantor agrees to remit to CDPH the appropriate pro-rata share of any funds already advanced and shall do so within thirty (30) calendar days of receiving a re-payment request from CDPH.
- D. Grantor agrees to remit any unexpended advance payment balance to CDPH within forty-five (45) calendar days following the submission of the Grantee's final invoice.

5. Timely Submission of Final Invoice

- A. A final undisputed invoice shall be submitted for payment no more than thirty (30) 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, unless otherwise specified in this Agreement, be at the rates currently in effect, as established by the California Department of Human Resources ([Cal HR](#)). If the Cal HR rates change during the term of the Agreement, the new rates shall apply upon their effective date and no amendment to this Agreement shall be necessary. No travel outside the State of California shall be reimbursed without prior authorization from the CDPH. Verbal authorization should be confirmed in writing. Written authorization may be in a form including fax or email confirmation.

EXHIBIT C

STANDARD GRANT CONDITIONS

1. **APPROVAL:** This Grant is of no force or effect until signed by both parties and approved by the Department of General Services, if required. The Grantee may not commence performance until such approval has been obtained
2. **AMENDMENT:** No amendment or variation of the terms of this Grant shall be valid unless made in writing, signed by the parties, and approved as required. No oral understanding or Agreement not incorporated in the Grant is binding on any of the parties. In no case shall the Department materially alter the scope of the Project set forth in Exhibit A.
3. **ASSIGNMENT:** This Grant is not assignable by the Grantee, either in whole or in part, without the written consent of the Grant Manager in the form of a written amendment to the Grant.
4. **AUDIT:** Grantee agrees that the Department, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to this Grant. Grantee agrees to maintain such records for a possible audit for a minimum of three (3) years after final payment or completion of the project funded with this Grant, unless a longer period of records retention is stipulated. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Grantee agrees to include a similar right of the State to audit records and interview staff in any subcontract related to the project.
5. **CONFLICT OF INTEREST:** Grantee certifies that it is in compliance with all applicable state and/or federal conflict of interest laws.
6. **INDEMNIFICATION:** Grantee agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the project, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Grantee in the performance of any activities related to the Project.
7. **FISCAL MANAGEMENT SYSTEMS AND ACCOUNTING STANDARDS:** Grantee agrees that, at a minimum, its fiscal control and accounting procedures will be sufficient to permit tracing of all grant funds to a level of expenditure adequate to establish that such funds have not been used in violation of any applicable state or federal law, or the provisions of this Grant. Grantee further agrees that it will maintain separate Project accounts in accordance with generally accepted accounting principles.
8. **GOVERNING LAW:** This Grant is governed by and shall be interpreted in accordance with the laws of the State of California.

- 9. INCOME RESTRICTIONS:** Grantee agrees that any refunds, rebates, credits, or other amounts (including any interest thereon) accruing to or received by the Grantee under this Grant shall be paid by the Grantee to the Department, to the extent that they are properly allocable to costs for which the Grantee has been reimbursed by the Department under this Grant.
- 10. INDEPENDENT CONTRACTOR:** Grantee, and its agents and employees of Grantee, in the performance of the Project, shall act in an independent capacity and not as officers, employees or agents of the Department.
- 11. MEDIA EVENTS:** Grantee shall notify the Department's Grant Manager in writing at least twenty (20) working days before any public or media event publicizing the accomplishments and/or results of the Project and provide the opportunity for attendance and participation by Department's representatives.
- 12. NO THIRD-PARTY RIGHTS:** The Department and Grantee do not intend to create any rights or remedies for any third- party as a beneficiary of this Grant or the project.
- 13. NOTICE:** Grantee shall promptly notify the Department's Grant Manager in writing of any events, developments or changes that could affect the completion of the project or the budget approved for this Grant.
- 14. PROFESSIONALS:** Grantee agrees that only licensed professionals will be used to perform services under this Grant where such services are called for.
- 15. RECORDS:** Grantee certifies that it will maintain Project accounts in accordance with generally accepted accounting principles. Grantee further certifies that it will comply with the following conditions for a grant award as set forth in the Request for Applications (Exhibit D) and the Grant Application (Exhibit A).

 - A. Establish an official file for the Project which shall adequately document all significant actions relative to the Project;
 - B. Establish separate accounts which will adequately and accurately depict all amounts received and expended on this Project, including all grant funds received under this Grant;
 - C. Establish separate accounts which will adequately depict all income received which is attributable to the Project, especially including any income attributable to grant funds disbursed under this Grant;
 - D. Establish an accounting system which will adequately depict final total costs of the Project, including both direct and indirect costs; and,
 - E. Establish such accounts and maintain such records as may be necessary for the state to fulfill federal reporting requirements, including any and all reporting requirements under federal tax statutes or regulations.
- 16. RELATED LITIGATION:** Under no circumstances may Grantee use funds from any disbursement under this Grant to pay for costs associated with any litigation between the Grantee and the Department.

17. RIGHTS IN DATA: Grantee and the Department agree that all data, plans, drawings, specifications, reports, computer programs, operating manuals, notes, and other written or graphic work submitted under Exhibit A in the performance of the Project funded by this Grant shall be in the public domain. Grantee may disclose, disseminate and use in whole or in part, any final form data and information received, collected, and developed under this Project, subject to appropriate acknowledgment of credit to the Department for financial support. Grantee shall not utilize the materials submitted to the Department (except data) for any profit making venture or sell or grant rights to a third-party who intends to do so. The Department has the right to use submitted data for all governmental purposes.

18. VENUE: (This provision does not apply to Local Governmental Entities)

The Department and Grantee agree that any action arising out of this Grant shall be filed and maintained in the Superior Court, California. Grantee waives any existing sovereign immunity for the purposes of this Grant, if applicable.

19. STATE-FUNDED RESEARCH GRANTS:

- A. Grantee shall provide for free public access to any publication of a department-funded invention or department-funded technology. Grantee further agrees to all terms and conditions required by the California Taxpayer Access to Publicly Funded Research Act (Chapter 2.5 (commencing with Section 13989) of Part 4.5 of Division 3 of Title 2 of the Government Code).
- B. As a condition of receiving the research grant, Grantee agrees to the following terms and conditions which are set forth in Government Code section 13989.6 ("Section 13989.6"):
 - 1) Grantee is responsible for ensuring that any publishing or copyright agreements concerning submitted manuscripts fully comply with Section 13989.6.
 - 2) Grantees shall report to the Department the final disposition of the research grant, including, but not limited to, if it was published, when it was published, where it was published, when the 12-month time period expires, and where the manuscript will be available for open access.
 - 3) For a manuscript that is accepted for publication in a peer-reviewed journal, the Grantee shall ensure that an electronic version of the peer-reviewed manuscript is available to the department and on an appropriate publicly accessible database approved by the Department, including, but not limited to, the University of California's eScholarship Repository at the California Digital Library, PubMed Central, or the California Digital Open Source Library, to be made publicly available not later than 12 months after the official date of publication. Manuscripts submitted to the California Digital Open Source Library shall be exempt from the requirements in subdivision (b) of Section 66408 of the Education Code. Grantee shall make reasonable efforts to comply with this requirement by ensuring that their manuscript is accessible on an approved publicly accessible database, and notifying the Department that the manuscript is available on a department-approved database. If Grantee is unable to ensure that their manuscript is accessible on an approved publicly accessible database, Grantee may comply by providing the manuscript to the Department not later than 12 months after the official date of publication.

- 4) For publications other than those described in paragraph B.3 above,, including meeting abstracts, Grantee shall comply by providing the manuscript to the Department not later than 12 months after the official date of publication.
- 5) Grantee is authorized to use grant money for publication costs, including fees charged by a publisher for color and page charges, or fees for digital distribution.

April 12, 2022

TO: All Local Public Health Emergency Preparedness Directors

**RE: Request for Applications
Public Health Emergency Preparedness Funding**

Authority:

Health and Safety Code Sections:
100150-100236, 100250-100255, 100325-100950,
101315-101319, 131000-131020, and 131050-131231

Government Code Sections: 8574.48 and 8587.8-
8587.9

California Code of Regulations, Titles 17 and 22

Dear Local Public Health Emergency Preparedness Director:

The California Department of Public Health (CDPH), Emergency Preparedness Office (EPO) is pleased to announce the request for applications (RFA) for emergency preparedness for public health and the health care coalition grants. This request for application includes the following funding sources:

1. Centers for Disease Control and Prevention's (CDC) Public Health Emergency Preparedness (PHEP);
2. Assistant Secretary for Preparedness and Response's (ASPR) Hospital Preparedness Program (HPP); and
3. State General Fund Pandemic Influenza (GF Pan Flu).

Collectively, this funding is intended to enhance day-to-day response plans and prepare for public health and/or medical emergencies. CDPH will enter into a five-year grant agreement with Local Health Jurisdictions (LHJ) covering the period July 1, 2022 to June 30, 2027. LHJs can apply for each funding source, as applicable (see *Attachment 2*). Following is a description of each funding source and their intended use.

CDC PHEP

PHEP funding is intended to build public health preparedness and response capabilities nationwide. CDPH is providing PHEP funding to LHJs within California to build and strengthen their abilities to effectively respond to a range of public health threats, including infectious diseases, natural disasters, and biological, chemical, nuclear, and radiological events. Preparedness activities funded with PHEP should specifically target the development of emergency-ready public health departments that are flexible and adaptable. For additional information, please visit the [website](#) for CDC's State and Local Readiness PHEP.

Lab

Public Health Laboratory funding is carved from PHEP funding to support local public health laboratories to maintain their Laboratory Response Network (LRN-B) capability to detect biological threats and emerging infectious diseases

CRI

Public Health Cities Readiness Initiative funding is intended to enhance preparedness in large metropolitan public health jurisdictions, to effectively respond to large public health emergencies needing life-saving medicines and medical supplies. CRI funding is to develop, test, and maintain plans to quickly receive medical countermeasures from the Strategic National Stockpile and distribute them to local communities.

ASPR HPP

HPP funding is intended to improve capacity of the health care system to plan for and respond to large-scale emergencies and disasters. CDPH is providing HPP funding to local public health jurisdictions within California to development and sustain health care coalitions (HCCs). HCCs consist of core members from health care, public health, emergency medical services and emergency management organizations plus additional members that support the health care delivery system. HCCs partner to prepare health care systems to respond to emergencies and disasters, with an aim to improve patient outcomes during disasters and to minimize the need for state and federal resources. For additional information, please visit the [website](#) for ASPR's HPP.

GF Pan Flu

GF Pan Flu funding is intended to enhance LHJs readiness to respond to an infectious disease outbreak. GF Pan Flu funding compliments and supports PHEP and HPP funding goals while expanding the planning, training, and exercising of mass vaccinations in response to an infectious disease outbreak.

Funding:

Funding for the five-year grant period is approved on an annual basis. The funding allocations for HPP are an estimate based on FY 2021-22 allocations as ASPR has not released final allocations for FY 2022-23 (see Attachment 1). The total grant agreement will be based on the allocations listed in Attachment 1 and multiplied by five years.

Funding of local public health jurisdictions is contingent on CDPH-EPO receiving federal and State funds each fiscal year. CDPH-EPO will release local allocations and funding guidance (see Attachment 4) along with FY 22-23 budget templates annually to local public health jurisdictions for all emergency preparedness for public health and the health care delivery system grants prior to the start of the next fiscal year.

Application Submission Requirements:

1. Complete and submit a Letter of Intent (*Attachment 2*) and Project Representative information (*Attachment 3*) and email to LHBTProg@cdph.ca.gov by **April 19, 2022**.
2. Complete an Application package, starting with Attachments 4I-4M, as applicable, and submit to CDPH at: LHBTProg@cdph.ca.gov by **May 20, 2022**.

Upon receipt of attachments 2 & 3, your assigned contract manager will finalize your grant agreement and will send to your LHJ for review and approval. As a reminder, LHJs are not to begin work under this RFA until there is a fully executed grant agreement.

We look forward to collaborating on these activities with your LHJ. EPO will host an application webinar on April 19th and 20th, 2022 to go over the requirements and activities of these funding sources. If you have any questions or need further clarification, please reach out to your EPO Contract Manager.

Sincerely,



On behalf of
Melissa Relles
Assistant Deputy Director
Emergency Preparedness Office
California Department of Public Health

Attachments

- Attachment 1: Local Allocation Tables
- Attachment 2: Letter of Intent
- Attachment 3: Project Representatives
- Attachment 4: Funding Guidance:
 - A. PHEP Workplan
 - B. HPP Workplan
 - C. Pan Flu Workplan
 - D. Multi-County LEMSA Workplan
 - E. PHEP Budget (CRI & Lab)
 - F. HPP Budget
 - G. Pan Flu Budget
 - H. Budget Personnel Summary
 - I. Contact Information
 - J. Gov. Agency Taxpayer ID Form
 - K. Fiscal Corrective Action Plan (CAP)
 - L. Inventory Disposal Schedule
 - M. Lab Training & Assistance Application

cc: CCLHO and CHEAC

FY 2022-23 Local Grant Allocations
Grant Period: 01/07/2022 to 06/30/2023

FY 22-23 Total Grant Summary						
Local Health Department	DRAFT HPP Allocation	PHEP Allocation	CRI Allocation	Lab Allocation	Pan Flu Allocation	FY 22-23 Total (all grants)
ALAMEDA	\$456,863	\$0	\$0	\$0	\$0	\$456,863
ALAMEDA (minus Berkeley)	\$0	\$886,064	\$374,873	\$0	\$110,721	\$1,371,658
ALPINE	\$125,115	\$110,572	\$0	\$0	\$60,037	\$295,724
AMADOR	\$129,233	\$128,838	\$0	\$0	\$61,231	\$319,302
BERKELEY	\$0	\$168,847	\$28,426	\$0	\$63,846	\$261,119
BUTTE	\$159,987	\$212,144	\$0	\$0	\$66,676	\$438,807
CALAVERAS	\$129,981	\$132,698	\$0	\$0	\$61,483	\$324,162
COLUSA	\$123,844	\$121,213	\$0	\$0	\$60,733	\$305,790
CONTRA COSTA	\$356,150	\$691,535	\$280,907	\$0	\$98,007	\$1,426,599
DEL NORTE	\$111,690	\$123,582	\$0	\$0	\$60,888	\$296,160
EL DORADO	\$164,137	\$208,461	\$47,561	\$0	\$66,435	\$486,594
FRESNO	\$316,642	\$627,440	\$249,946	\$281,933	\$93,818	\$1,569,779
GLENN	\$125,333	\$124,958	\$0	\$0	\$60,978	\$311,269
HUMBOLDT	\$132,504	\$175,948	\$0	\$281,933	\$64,310	\$654,695
IMPERIAL	\$162,268	\$203,760	\$0	\$0	\$66,128	\$432,156
INYO	\$122,675	\$119,356	\$0	\$0	\$60,611	\$302,642
KERN	\$308,139	\$570,747	\$0	\$0	\$90,113	\$968,999
KINGS	\$141,527	\$186,881	\$0	\$0	\$65,025	\$393,433
LAKE	\$119,100	\$142,225	\$0	\$0	\$62,106	\$323,431
LASSEN	\$130,523	\$123,896	\$0	\$0	\$60,908	\$315,327
LONG BEACH	\$0	\$0	\$0	\$0	\$75,407	\$75,407
LOS ANGELES (minus Long Beach & Pasadena)	\$0	\$0	\$0	\$0	\$370,662	\$370,662
MADERA	\$142,715	\$189,870	\$0	\$0	\$65,220	\$397,805
MARIN	\$176,640	\$239,916	\$62,755	\$0	\$68,491	\$547,802
MARIPOSA	\$127,041	\$119,091	\$0	\$0	\$60,594	\$306,726
MENDOCINO	\$142,362	\$153,681	\$0	\$0	\$62,855	\$358,898
MERCED	\$182,061	\$253,555	\$0	\$0	\$69,382	\$504,998
MODOC	\$126,901	\$114,783	\$0	\$0	\$60,313	\$301,997
MONO	\$121,619	\$116,701	\$0	\$0	\$60,438	\$298,758
MONTEREY	\$212,607	\$330,405	\$0	\$0	\$74,405	\$617,417

FY 22-23 Total Grant Summary						
Local Health Department	DRAFT HPP Allocation	PHEP Allocation	CRI Allocation	Lab Allocation	Pan Flu Allocation	FY 22-23 Total (all grants)
NAPA	\$152,573	\$179,368	\$0	\$0	\$64,534	\$396,475
NEVADA	\$138,912	\$159,122	\$0	\$0	\$63,210	\$361,244
ORANGE	\$756,790	\$1,699,476	\$767,786	\$281,933	\$163,882	\$3,669,867
PASADENA	\$0	\$0	\$0	\$0	\$64,786	\$64,786
PLACER	\$200,519	\$314,114	\$98,596	\$0	\$73,340	\$686,569
PLUMAS	\$128,629	\$119,130	\$0	\$0	\$60,597	\$308,356
RIVERSIDE	\$616,698	\$1,347,028	\$597,539	\$0	\$140,847	\$2,702,112
SACRAMENTO	\$437,716	\$896,740	\$380,030	\$281,933	\$111,418	\$2,107,837
SAN BENITO	\$137,726	\$142,017	\$15,465	\$0	\$62,092	\$357,300
SAN BERNARDINO	\$516,858	\$1,206,643	\$529,727	\$281,933	\$131,672	\$2,666,833
SAN DIEGO	\$789,169	\$1,780,938	\$807,137	\$281,933	\$169,206	\$3,828,383
SAN FRANCISCO	\$300,290	\$550,999	\$213,022	\$0	\$88,822	\$1,153,133
SAN JOAQUIN	\$281,964	\$504,896	\$0	\$281,933	\$85,809	\$1,154,602
SAN LUIS OBISPO	\$179,324	\$246,669	\$0	\$281,933	\$68,932	\$776,858
SAN MATEO	\$278,301	\$495,678	\$186,300	\$0	\$85,206	\$1,045,485
SANTA BARBARA	\$213,379	\$332,348	\$0	\$0	\$74,532	\$620,259
SANTA CLARA	\$512,470	\$1,084,809	\$470,876	\$281,933	\$123,710	\$2,473,798
SANTA CRUZ	\$177,309	\$241,600	\$0	\$0	\$68,601	\$487,510
SHASTA	\$155,005	\$199,608	\$0	\$281,933	\$65,856	\$702,402
SIERRA	\$125,639	\$111,607	\$0	\$0	\$60,105	\$297,351
SISKIYOU	\$128,268	\$132,342	\$0	\$0	\$61,460	\$322,070
SOLANO	\$212,850	\$331,015	\$0	\$0	\$74,445	\$618,310
SONOMA	\$222,001	\$354,037	\$0	\$281,933	\$75,949	\$933,920
STANISLAUS	\$189,229	\$390,204	\$0	\$0	\$78,313	\$657,746
SUTTER	\$139,678	\$161,049	\$0	\$0	\$63,336	\$364,063
TEHAMA	\$132,479	\$142,938	\$0	\$0	\$62,153	\$337,570
TRINITY	\$127,711	\$116,822	\$0	\$0	\$60,446	\$304,979
TULARE	\$207,473	\$352,790	\$0	\$281,933	\$75,868	\$918,064
TUOLUMNE	\$135,711	\$136,946	\$0	\$0	\$61,761	\$334,418

FY 2022-23 Local Grant Allocations
Grant Period: 01/07/2022 to 06/30/2023

FY 22-23 Total Grant Summary						
Local Health Department	DRAFT HPP Allocation	PHEP Allocation	CRI Allocation	Lab Allocation	Pan Flu Allocation	FY 22-23 Total (all grants)
VENTURA	\$292,319	\$530,947	\$0	\$0	\$87,511	\$910,777
YOLO	\$168,572	\$219,619	\$52,951	\$0	\$67,164	\$508,306
YUBA	\$135,295	\$150,021	\$0	\$0	\$62,616	\$347,932
Multi-County LEMSAs	\$280,635	\$0	\$0	\$0	\$0	\$280,635
Lab Training & Assistance	\$0	\$0	\$0	\$406,500	\$0	\$406,500
TOTALS	\$13,019,153	\$21,208,687	\$5,163,897	\$3,789,696	\$4,960,000	\$48,141,433

FY 2022-23 Local Grant Allocations
Grant Period: 01/07/2022 to 06/30/2023

DRAFT FY 22-23 HPP Allocations (Base: \$125,000)							
Local Health Department	Population	21-22 Allocation	22-23 Allocation	Multi-County LEMSA Amount	Multi-County LEMSA	Final 22-23 Allocation	<i>Change</i>
ALAMEDA	1,656,591	\$457,596	\$456,863	\$0		\$456,863	-\$733
ALPINE	1,135	\$125,115	\$125,227	\$112	Mountain Valley EMS	\$125,115	\$0
AMADOR	37,377	\$129,245	\$132,488	\$3,255	Mountain Valley EMS	\$129,233	-\$12
BUTTE	202,669	\$161,248	\$165,600	\$5,613	Sierra-Sac Valley EMS	\$159,987	-\$1,261
CALAVERAS	45,036	\$129,921	\$134,022	\$4,041	Mountain Valley EMS	\$129,981	\$60
COLUSA	22,248	\$123,747	\$129,457	\$5,613	Sierra-Sac Valley EMS	\$123,844	\$97
CONTRA COSTA	1,153,854	\$354,628	\$356,150	\$0		\$356,150	\$1,522
DEL NORTE	26,949	\$111,725	\$130,399	\$18,709	North Coast EMS	\$111,690	-\$35
EL DORADO	195,362	\$163,464	\$164,137	\$0		\$164,137	\$673
FRESNO	1,026,681	\$314,678	\$330,674	\$14,032	Central California EMS	\$316,642	\$1,964
GLENN	29,679	\$125,240	\$130,946	\$5,613	Sierra-Sac Valley EMS	\$125,333	\$93
HUMBOLDT	130,851	\$132,826	\$151,213	\$18,709	North Coast EMS	\$132,504	-\$322
IMPERIAL	186,034	\$162,578	\$162,268	\$0		\$162,268	-\$310
INYO	18,563	\$122,655	\$128,719	\$6,044	ICEMA	\$122,675	\$20
KERN	914,193	\$307,648	\$308,139	\$0		\$308,139	\$491
KINGS	152,543	\$141,545	\$155,559	\$14,032	Central California EMS	\$141,527	-\$18
LAKE	63,940	\$119,039	\$137,809	\$18,709	North Coast EMS	\$119,100	\$61
LASSEN	27,572	\$130,739	\$130,523	\$0		\$130,523	-\$216
MADERA	158,474	\$142,449	\$156,747	\$14,032	Central California EMS	\$142,715	\$266
MARIN	257,774	\$176,921	\$176,640	\$0		\$176,640	-\$281
MARIPOSA	18,037	\$127,024	\$128,613	\$1,572	Mountain Valley EMS	\$127,041	\$17
MENDOCINO	86,669	\$142,507	\$142,362	\$0		\$142,362	-\$145
MERCED	284,836	\$181,438	\$182,061	\$0		\$182,061	\$623
MODOC	9,491	\$126,905	\$126,901	\$0		\$126,901	-\$4
MONO	13,295	\$121,636	\$127,663	\$6,044	ICEMA	\$121,619	-\$17
MONTEREY	437,318	\$212,814	\$212,607	\$0		\$212,607	-\$207

FY 2022-23 Local Grant Allocations
Grant Period: 01/07/2022 to 06/30/2023

DRAFT FY 22-23 HPP Allocations (Base: \$125,000)							
Local Health Department	Population	21-22 Allocation	22-23 Allocation	Multi-County LEMSA Amount	Multi-County LEMSA	Final 22-23 Allocation	<i>Change</i>
NAPA	137,637	\$152,687	\$152,573	\$0		\$152,573	-\$114
NEVADA	97,466	\$138,918	\$144,525	\$5,613	Sierra-Sac Valley EMS	\$138,912	-\$6
ORANGE	3,153,764	\$760,862	\$756,790	\$0		\$756,790	-\$4,072
PLACER	404,994	\$199,750	\$206,132	\$5,613	Sierra-Sac Valley EMS	\$200,519	\$769
PLUMAS	18,116	\$128,635	\$128,629	\$0		\$128,629	-\$6
RIVERSIDE	2,454,453	\$611,165	\$616,698	\$0		\$616,698	\$5,533
SACRAMENTO	1,561,014	\$434,611	\$437,716	\$0		\$437,716	\$3,105
SAN BENITO	63,526	\$137,412	\$137,726	\$0		\$137,726	\$314
SAN BERNARDINO	2,175,909	\$515,019	\$560,897	\$44,039	ICEMA	\$516,858	\$1,839
SAN DIEGO	3,315,404	\$790,527	\$789,171	\$0		\$789,169	-\$1,358
SAN FRANCISCO	875,010	\$303,717	\$300,290	\$0		\$300,290	-\$3,427
SAN JOAQUIN	783,534	\$278,999	\$281,964	\$0		\$281,964	\$2,965
SAN LUIS OBISPO	271,172	\$180,191	\$179,324	\$0		\$179,324	-\$867
SAN MATEO	765,245	\$278,922	\$278,301	\$0		\$278,301	-\$621
SANTA BARBARA	441,172	\$214,943	\$213,379	\$0		\$213,379	-\$1,564
SANTA CLARA	1,934,171	\$515,550	\$512,470	\$0		\$512,470	-\$3,080
SANTA CRUZ	261,115	\$178,992	\$177,309	\$0		\$177,309	-\$1,683
SHASTA	177,797	\$154,829	\$160,618	\$5,613	Sierra-Sac Valley EMS	\$155,005	\$176
SIERRA	3,189	\$125,637	\$125,639	\$0		\$125,639	\$2
SISKIYOU	44,330	\$128,238	\$133,881	\$5,613	Sierra-Sac Valley EMS	\$128,268	\$30
SOLANO	438,527	\$212,631	\$212,850	\$0		\$212,850	\$219
SONOMA	484,207	\$223,133	\$222,001	\$0		\$222,001	-\$1,132
STANISLAUS	555,968	\$188,871	\$236,376	\$47,147	Mountain Valley EMS	\$189,229	\$358
SUTTER	101,289	\$139,443	\$145,291	\$5,613	Sierra-Sac Valley EMS	\$139,678	\$235
TEHAMA	65,354	\$132,352	\$138,092	\$5,613	Sierra-Sac Valley EMS	\$132,479	\$127
TRINITY	13,535	\$127,697	\$127,711	\$0		\$127,711	\$14
TULARE	481,733	\$206,513	\$221,505	\$14,032	Central California EMS	\$207,473	\$960
TUOLUMNE	53,465	\$135,932	\$135,711	\$0		\$135,711	-\$221

FY 2022-23 Local Grant Allocations
Grant Period: 01/07/2022 to 06/30/2023

DRAFT FY 22-23 HPP Allocations (Base: \$125,000)						
Local Health Department	Population	21-22 Allocation	22-23 Allocation	Multi-County LEMSA Amount	Multi-County LEMSA	Final 22-23 Allocation
VENTURA	835,223	\$292,785	\$292,319	\$0		\$292,319
YOLO	217,500	\$169,133	\$168,572	\$0		\$168,572
YUBA	79,407	\$135,091	\$140,908	\$5,613	Sierra-Sac Valley EMS	\$135,295
TOTALS	29,422,397	12,738,516	13,019,155	280,635		\$12,738,518

Change
-\$466
-\$561
\$204

Population	29,422,397
Local HPP Allocation	\$13,019,153
Local Base Allocation	\$125,000

DRAFT

Multi-County LEMSA Allocation	Total
Central California EMS	\$56,127
Mountain Valley EMS	\$56,127
Sierra-Sac Valley EMS	\$56,127
North Coast EMS	\$56,127
ICEMA	\$56,127
Total	\$280,635

FY 2022-23 Local Grant Allocations
Grant Period: 01/07/2022 to 06/30/2023

FY 22-23 PHEP Allocations (Base: \$110,000)					
Local Health Department	Population	21-22 Allocation	22-23 Allocation	Final 22-23 Allocation	<i>Change</i>
ALAMEDA (minus Berkeley)	1,539,830	\$898,389	\$886,064	\$886,064	-12,325
ALPINE	1,135	\$110,585	\$110,572	\$110,572	-13
AMADOR	37,377	\$129,185	\$128,838	\$128,838	-347
BERKELEY	116,761	\$172,419	\$168,847	\$168,847	-3,572
BUTTE	202,669	\$217,083	\$212,144	\$212,144	-4,939
CALAVERAS	45,036	\$132,926	\$132,698	\$132,698	-228
COLUSA	22,248	\$121,153	\$121,213	\$121,213	60
CONTRA COSTA	1,153,854	\$697,407	\$691,535	\$691,535	-5,872
DEL NORTE	26,949	\$123,900	\$123,582	\$123,582	-318
EL DORADO	195,362	\$208,393	\$208,461	\$208,461	68
FRESNO	1,026,681	\$631,106	\$627,440	\$627,440	-3,666
GLENN	29,679	\$124,971	\$124,958	\$124,958	-13
HUMBOLDT	130,851	\$177,879	\$175,948	\$175,948	-1,931
IMPERIAL	186,034	\$206,127	\$203,760	\$203,760	-2,367
INYO	18,563	\$119,463	\$119,356	\$119,356	-107
KERN	914,193	\$577,229	\$570,747	\$570,747	-6,482
KINGS	152,543	\$188,219	\$186,881	\$186,881	-1,338
LAKE	63,940	\$142,610	\$142,225	\$142,225	-385
LASSEN	27,572	\$124,682	\$123,896	\$123,896	-786
MADERA	158,474	\$190,530	\$189,870	\$189,870	-660
MARIN	257,774	\$242,818	\$239,916	\$239,916	-2,902
MARIPOSA	18,037	\$119,200	\$119,091	\$119,091	-109
MENDOCINO	86,669	\$154,783	\$153,681	\$153,681	-1,102
MERCED	284,836	\$254,372	\$253,555	\$253,555	-817
MODOC	9,491	\$114,873	\$114,783	\$114,783	-90
MONO	13,295	\$116,856	\$116,701	\$116,701	-155
MONTEREY	437,318	\$334,635	\$330,405	\$330,405	-4,230

FY 2022-23 Local Grant Allocations
Grant Period: 01/07/2022 to 06/30/2023

FY 22-23 PHEP Allocations (Base: \$110,000)					
Local Health Department	Population	21-22 Allocation	22-23 Allocation	Final 22-23 Allocation	<i>Change</i>
NAPA	137,637	\$180,825	\$179,368	\$179,368	-1,457
NEVADA	97,466	\$159,961	\$159,122	\$159,122	-839
ORANGE	3,153,764	\$1,736,591	\$1,699,476	\$1,699,476	-37,115
PLACER	404,994	\$315,574	\$314,114	\$314,114	-1,460
PLUMAS	18,116	\$119,298	\$119,130	\$119,130	-168
RIVERSIDE	2,454,453	\$1,353,650	\$1,347,028	\$1,347,028	-6,622
SACRAMENTO	1,561,014	\$902,010	\$896,740	\$896,740	-5,270
SAN BENITO	63,526	\$141,751	\$142,017	\$142,017	266
SAN BERNARDINO	2,175,909	\$1,220,355	\$1,206,643	\$1,206,643	-13,712
SAN DIEGO	3,315,404	\$1,812,475	\$1,780,941	\$1,780,938	-31,537
SAN FRANCISCO	875,010	\$567,173	\$550,999	\$550,999	-16,174
SAN JOAQUIN	783,534	\$503,942	\$504,896	\$504,896	954
SAN LUIS OBISPO	271,172	\$251,184	\$246,669	\$246,669	-4,515
SAN MATEO	765,245	\$503,745	\$495,678	\$495,678	-8,067
SANTA BARBARA	441,172	\$340,082	\$332,348	\$332,348	-7,734
SANTA CLARA	1,934,171	\$1,109,058	\$1,084,809	\$1,084,809	-24,249
SANTA CRUZ	261,115	\$248,115	\$241,600	\$241,600	-6,515
SHASTA	177,797	\$200,663	\$199,608	\$199,608	-1,055
SIERRA	3,189	\$111,630	\$111,607	\$111,607	-23
SISKIYOU	44,330	\$132,640	\$132,342	\$132,342	-298
SOLANO	438,527	\$334,167	\$331,015	\$331,015	-3,152
SONOMA	484,207	\$361,031	\$354,037	\$354,037	-6,994
STANISLAUS	555,968	\$393,992	\$390,204	\$390,204	-3,788
SUTTER	101,289	\$161,303	\$161,049	\$161,049	-254
TEHAMA	65,354	\$143,164	\$142,938	\$142,938	-226
TRINITY	13,535	\$116,899	\$116,822	\$116,822	-77
TULARE	481,733	\$354,410	\$352,790	\$352,790	-1,620
TUOLUMNE	53,465	\$137,964	\$136,946	\$136,946	-1,018

FY 2022-23 Local Grant Allocations
Grant Period: 01/07/2022 to 06/30/2023

FY 22-23 PHEP Allocations (Base: \$110,000)				
Local Health Department	Population	21-22 Allocation	22-23 Allocation	Final 22-23 Allocation
VENTURA	835,223	\$539,207	\$530,947	\$530,947
YOLO	217,500	\$222,895	\$219,619	\$219,619
YUBA	79,407	\$150,170	\$150,021	\$150,021
TOTALS	29,422,397	\$21,457,717	\$21,208,690	\$21,208,687

Change

-8,260

-3,276

-149

Population	29,422,397
Local PHEP Allocation	\$24,998,383
Local Lab	\$3,789,696
TOTAL Local PHEP Allocation (less Lab)	\$21,208,687
Local Base Allocation	\$110,000

FY 2022-23 Local Grant Allocations
Grant Period: 01/07/2022 to 06/30/2023

FY 22-23 CRI Allocations					
Local Health Department	Population	21-22 Allocation	22-23 Allocation	Final 22-23 Allocation	<i>change</i>
ALAMEDA (minus Berkeley)	1,539,830	\$331,121	\$374,873	\$374,873	43,752
BERKELEY	116,761	\$26,216	\$28,426	\$28,426	2,210
CONTRA COSTA	1,153,854	\$246,709	\$280,907	\$280,907	34,198
EL DORADO	195,362	\$41,325	\$47,561	\$47,561	6,236
FRESNO	1,026,681	\$218,863	\$249,946	\$249,946	31,083
MARIN	257,774	\$55,783	\$62,755	\$62,755	6,972
ORANGE	3,153,764	\$683,164	\$767,786	\$767,786	84,622
PLACER	404,994	\$86,341	\$98,596	\$98,596	12,255
RIVERSIDE	2,454,453	\$522,330	\$597,539	\$597,539	75,209
SACRAMENTO	1,561,014	\$332,642	\$380,030	\$380,030	47,388
SAN BENITO	63,526	\$13,336	\$15,465	\$15,465	2,129
SAN BERNARDINO	2,175,909	\$466,346	\$529,727	\$529,727	63,381
SAN DIEGO	3,315,404	\$715,035	\$807,138	\$807,137	92,102
SAN FRANCISCO	875,010	\$192,012	\$213,022	\$213,022	21,010
SAN MATEO	765,245	\$165,372	\$186,300	\$186,300	20,928
SANTA CLARA	1,934,171	\$419,602	\$470,876	\$470,876	51,274
YOLO	217,500	\$47,416	\$52,951	\$52,951	5,535
TOTALS	21,211,252	\$4,563,613	\$5,163,898	\$5,163,897	

Population	21,211,252
Local CRI Allocation	\$5,163,897

FY 2022-23 Local Grant Allocations
Grant Period: 01/07/2022 to 06/30/2023

FY 22-23 Lab Allocations				
Local Health Department	22-23 Allocation	22-23 Lab Trainee	22-23 Lab Assistance	Final 22-23 Allocation
FRESNO	\$281,933	\$0	\$0	\$281,933
HUMBOLDT	\$281,933	\$0	\$0	\$281,933
ORANGE	\$281,933	\$0	\$0	\$281,933
SACRAMENTO	\$281,933	\$0	\$0	\$281,933
SAN BERNARDINO	\$281,933	\$0	\$0	\$281,933
SAN DIEGO	\$281,933	\$0	\$0	\$281,933
SAN JOAQUIN	\$281,933	\$0	\$0	\$281,933
SAN LUIS OBISPO	\$281,933	\$0	\$0	\$281,933
SANTA CLARA	\$281,933	\$0	\$0	\$281,933
SHASTA	\$281,933	\$0	\$0	\$281,933
SONOMA	\$281,933	\$0	\$0	\$281,933
TULARE	\$281,933	\$0	\$0	\$281,933
TOTALS	\$3,383,196	\$0.00	\$0.00	\$3,383,196

Pending Allocation

Local LRN-B Labs	12	
Local Lab Allocation	\$3,383,196	
*Lab Trainee & Assist.	\$406,500	<u>\$406,500</u>
TOTAL Lab	\$3,789,696	

*Lab Trainee and Assistance funds to train microbiologist.

- 1) Allocated during application approval process.
- 2) Refer to Local Funding Guidance, Attachment for Lab Trainee and Assistance.

FY 2022-23 Local Grant Allocations
Grant Period: 01/07/2022 to 06/30/2023

FY 22-23 Pan Flu Allocations (Base: \$60,000)		
Local Health Department	Population	Final 22-23 Allocation
ALAMEDA (minus Berkeley)	1,539,830	\$110,721
ALPINE	1,135	\$60,037
AMADOR	37,377	\$61,231
BERKELEY	116,761	\$63,846
BUTTE	202,669	\$66,676
CALAVERAS	45,036	\$61,483
COLUSA	22,248	\$60,733
CONTRA COSTA	1,153,854	\$98,007
DEL NORTE	26,949	\$60,888
EL DORADO	195,362	\$66,435
FRESNO	1,026,681	\$93,818
GLENN	29,679	\$60,978
HUMBOLDT	130,851	\$64,310
IMPERIAL	186,034	\$66,128
INYO	18,563	\$60,611
KERN	914,193	\$90,113
KINGS	152,543	\$65,025
LAKE	63,940	\$62,106
LASSEN	27,572	\$60,908
LONG BEACH	467,730	\$75,407
LOS ANGELES (minus Long Beach & Pasadena)	9,431,422	\$370,662
MADERA	158,474	\$65,220
MARIN	257,774	\$68,491
MARIPOSA	18,037	\$60,594
MENDOCINO	86,669	\$62,855
MERCED	284,836	\$69,382
MODOC	9,491	\$60,313
MONO	13,295	\$60,438
MONTEREY	437,318	\$74,405

FY 2022-23 Local Grant Allocations
Grant Period: 01/07/2022 to 06/30/2023

FY 22-23 Pan Flu Allocations (Base: \$60,000)		
Local Health Department	Population	Final 22-23 Allocation
NAPA	137,637	\$64,534
NEVADA	97,466	\$63,210
ORANGE	3,153,764	\$163,882
PASADENA	145,306	\$64,786
PLACER	404,994	\$73,340
PLUMAS	18,116	\$60,597
RIVERSIDE	2,454,453	\$140,847
SACRAMENTO	1,561,014	\$111,418
SAN BENITO	63,526	\$62,092
SAN BERNARDINO	2,175,909	\$131,672
SAN DIEGO	3,315,404	\$169,206
SAN FRANCISCO	875,010	\$88,822
SAN JOAQUIN	783,534	\$85,809
SAN LUIS OBISPO	271,172	\$68,932
SAN MATEO	765,245	\$85,206
SANTA BARBARA	441,172	\$74,532
SANTA CLARA	1,934,171	\$123,710
SANTA CRUZ	261,115	\$68,601
SHASTA	177,797	\$65,856
SIERRA	3,189	\$60,105
SISKIYOU	44,330	\$61,460
SOLANO	438,527	\$74,445
SONOMA	484,207	\$75,949
STANISLAUS	555,968	\$78,313
SUTTER	101,289	\$63,336
TEHAMA	65,354	\$62,153
TRINITY	13,535	\$60,446
TULARE	481,733	\$75,868
TUOLUMNE	53,465	\$61,761

FY 2022-23 Local Grant Allocations
Grant Period: 01/07/2022 to 06/30/2023

FY 22-23 Pan Flu Allocations (Base: \$60,000)		
Local Health Department	Population	Final 22-23 Allocation
VENTURA	835,223	\$87,511
YOLO	217,500	\$67,164
YUBA	79,407	\$62,616
TOTALS	39,466,855	\$4,960,000

Population	39,466,855
Pan Flu Allocation	\$4,960,000
Base Allocation	\$60,000

CA Department of Finance
Population Estimates
Report E-1
Released: January 1, 2021

Local Health Department	22-23 Population
ALAMEDA	1,656,591
ALAMEDA (minus Berkeley)	1,539,830
ALPINE	1,135
AMADOR	37,377
BERKELEY	116,761
BUTTE	202,669
CALAVERAS	45,036
COLUSA	22,248
CONTRA COSTA	1,153,854
DEL NORTE	26,949
EL DORADO	195,362
FRESNO	1,026,681
GLENN	29,679
HUMBOLDT	130,851
IMPERIAL	186,034
INYO	18,563
KERN	914,193
KINGS	152,543
LAKE	63,940
LASSEN	27,572
LONG BEACH	467,730
LOS ANGELES (minus Long Beach & Pasadena)	9,431,422
MADERA	158,474
MARIN	257,774
MARIPOSA	18,037
MENDOCINO	86,669
MERCED	284,836
MODOC	9,491
MONO	13,295
MONTEREY	437,318

CA Department of Finance
Population Estimates
Report E-1
Released: January 1, 2021

Local Health Department	22-23 Population
NAPA	137,637
NEVADA	97,466
ORANGE	3,153,764
PASADENA	145,306
PLACER	404,994
PLUMAS	18,116
RIVERSIDE	2,454,453
SACRAMENTO	1,561,014
SAN BENITO	63,526
SAN BERNARDINO	2,175,909
SAN DIEGO	3,315,404
SAN FRANCISCO	875,010
SAN JOAQUIN	783,534
SAN LUIS OBISPO	271,172
SAN MATEO	765,245
SANTA BARBARA	441,172
SANTA CLARA	1,934,171
SANTA CRUZ	261,115
SHASTA	177,797
SIERRA	3,189
SISKIYOU	44,330
SOLANO	438,527
SONOMA	484,207
STANISLAUS	555,968
SUTTER	101,289
TEHAMA	65,354
TRINITY	13,535
TULARE	481,733
TUOLUMNE	53,465

CA Department of Finance
Population Estimates
Report E-1
Released: January 1, 2021

Local Health Department	22-23 Population
VENTURA	835,223
YOLO	217,500
YUBA	79,407
TOTAL	39,466,855

California 39,466,855

Letter of Intent

Emergency Preparedness Office Public Health and Medical Emergency Preparedness Program Local Implementing Agency Funding Application

Fiscal Years (FY) FY 2022-23 through FY 2026-27
(July 1, 2022 to June 30, 2027)

Complete and email this form by 4:00pm April 19, 2022 to: LHBTProg@cdph.ca.gov

Emergency Preparedness Office
California Department of Public Health

1) Please complete the fields below for your Agency:

Project Representative:

Title:

Agency:

Address:

Telephone:

Email:

2) Please check the boxes below that indicate the funding source your Agency will apply.

- a) Public Health Emergency Preparedness (PHEP)
- b) Hospital Preparedness Program (HPP)
- c) Pandemic Influenza (Pan Flu)
- d) PHEP & Cities Readiness Initiative (CRI)
- e) PHEP & Laboratory (Lab)
- f) PHEP, CRI & Lab

3) Please complete the fields below in order to expedite processing your agreement.

Does your Agency require a board resolution for a new agreement?

When are your scheduled board meeting dates between May and September 2022?

Does your Agency require the contract be in hand to get on the Agenda?

When do you need the contract? (i.e. two weeks before, one month before, etc.)

4) By signing below, your Agency agrees to prepare the required documents for this funding application.

Signature of Project Director or Designee

Date

Printed name

Attachment 3

PROJECT REPRESENTATIVES The Project Representatives during the term of this agreement will be:

California Department of Public Health

Grantee:
Name:
Address:
City, ZIP:
Phone:
Email:

Direct all inquiries to the following representatives:

California Department of Public Health

Grantee:
Name:
Address:
City, ZIP:
Phone:
Email:

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

Remittance Address
Grantee:
Attention:
Address:
City, ZIP:
Phone:
Email:

Attachment 4

Fiscal Year (FY) 2022 – 2027

Funding Guidance

Public Health and Health Care Coalition Emergency Preparedness Guidance

California Department of Public Health

Emergency Preparedness Office

Emergency Preparedness Office
California Department of Public Health
1615 Capitol Avenue, Suite 73.516
PO Box 997377, MS 7204
Sacramento, CA 95899



This material was produced by the California Department of Public Health's Emergency Preparedness Office with funding from the CDC, ASPR and California as Pandemic Influenza. This document contains both Federal and State dates and requirements that are subject to change due to emergency response efforts. Notification of such changes will be provided upon receipt.

TIMELINE

DATE	ACTIVITY
April 12, 2022	Funding Application Package release
April 19, 2022	Letter of Intent (Attachment 2) and Project Representative information (Attachment 3)
April 19 & 20, 2022	Application Webinar, all LHD call
May 20, 2022	Application Package
June 2022	Application Approval Letter
July 1, 2022	Five-Year Grant Agreement begins

Application Package Checklist

Application Document	Completed
All Grants	
Annual Single Audit of FY 21-22	
Budget Personnel Summary FY 22-23 (Attachment H)	
Contact Information FY 22-23 (Attachment I)	
Gov. Agency Taxpayer ID Form (Attachment J)	
Public Health Emergency Preparedness (PHEP)	
PHEP Workplan FY 22-23 (Attachment A)	
PHEP Budget FY 22-23 (Attachment E)	
Hospital Preparedness Program (HPP)	
HPP Workplan FY 22-23 (Attachment B)	
HPP Budget FY 22-23 (Attachment F)	
Pandemic Influenza (Pan Flu)	
Pan Flu Workplan FY 22-23 (Attachment C)	
Pan Flu Budget FY 22-23 (Attachment G)	
Cities Readiness Initiative (CRI) Jurisdictions	
PHEP CRI Budget FY 22-23 (Attachment E)	
Laboratory Response Network – Biological (LRN-B) Jurisdictions	
PHEP Lab Budget FY 22-23 (Attachment E)	
Multi-County LEMSA Jurisdictions	
Multi-County LEMSA Workplan FY 22-23 (Attachment D)	
IF Applicable	
Fiscal Corrective Action Plan (CAP) (Attachment K)	
Inventory Disposal Schedule FY 22-23 (Attachment L)	
Lab Training & Assistance Application FY 22-23 (Attachment M)	

Application funding is subject to change at any time because of changes in Federal or State program funding amendments.

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A. Introduction

The Emergency Preparedness Office (EPO) of the California Department of Public Health (CDPH) is soliciting applications from all Local Health Departments (LHDs) to provide public health and medical emergency preparedness funding for LHDs to plan, train, exercise and improve local public health and medical emergency response and recovery from a disaster. Funding sources include: the Centers for Disease Control and Prevention (CDC), for Public Health Emergency Preparedness (PHEP) planning, Cities Readiness Initiative (CRI), and Laboratory (Lab); the Assistant Secretary for Preparedness & Response (ASPR) for Hospital Preparedness Program (HPP) planning; and the State of California for Pandemic Influenza (Pan Flu) planning.

This application begins the process by which CDPH-EPO will prepare a five-year agreement. The CDPH-EPO authority for these grant agreements is vested in the California Health and Safety Code, Sections 100150-100236, 100250-100255, 100325-100950, 101315, 101319, 131000-131020, and 131050-131231; Government Code, Sections 8574.48 and 8587.8-8587.9; and California Code of Regulations, Titles 17 and 22. The services in this grant agreement are identified as 100% local assistance funding in our agency's budget and meet the conditions of State Contracting Manual 3.17.

The budget period (BP) for all funding streams begins on July 1st and ends on June 30th of each Fiscal Year (FY). The funding streams included in this Guidance are listed below:

- Public Health Emergency Preparedness (PHEP)
 - Cities Readiness Initiative (PHEP CRI)
 - Laboratory (PHEP Lab)
- Hospital Preparedness Program (HPP)
- Pandemic Influenza (Pan Flu)

B. Funding Authorization

1. Pandemic and All-Hazards Preparedness and Advancing Innovation (PAHPAI) Act

The PAHPAI Act reauthorizes, revises, and establishes several programs and entities relating to public health emergency preparedness and response. Language from the PAHPAI Act reauthorizing PHEP and HPP programs is as follows:

TITLE II--IMPROVING PREPAREDNESS AND RESPONSE

(Sec. 201) This section reauthorizes through FY2023 and revises the Public Health Emergency Preparedness cooperative-agreement program administered by the Centers

for Disease Control and Prevention (CDC) to include evaluations using evidence-based benchmarks and objective standards.

(Sec. 202) This section reauthorizes through FY2023 and revises the Hospital Preparedness Program administered by the Office of the Assistant Secretary for Preparedness and Response (ASPR) to require applicants for cooperative agreements under the program to describe the applicant's approach for coordinating services and integrating health data.

a) PHEP

- Awarding Agency: Department of Health and Human Services, Centers for Disease Control and Prevention (CDC)
- Funding Authority: Section 319C-1 of the Public Health Service (PHS) Act (title 47 United States Code (USC) 247d-3a), as amended.
- Award Recipient: California Department of Public Health
- Catalog of Federal Domestic Assistance (CFDA) Number: 93.069 – Public Health Emergency preparedness
- Assistance Type: Cooperative Agreement
- BP3 Grant Number: 5 NU90TP922005-03-00, Award Date: 04/26/2021
- Federal Award Identification Number (FAIN): NU90TP922005
- BP3 Notice of Funding Opportunity (NOFO) Number: CDC-RFA-TP19-1901
- Title of Project: Public Health Emergency Preparedness (PHEP) Cooperative Agreement
- Project Period: From 07/01/2019 through 06/30/2024
- PHEP Federal Project Description: The *Public Health Emergency Preparedness and Response Capabilities: National Standards of State, Local, Tribal, and Territorial Public Health* describes the 15 capability standards for PHEP recipients to strengthen during the 2019-2024 performance period. The capability standards inform the PHEP logic model, which is a high-level description of the PHEP program's general approach that displays "if-then" relationships between the program's strategies, activities, and outcomes. The logic model also highlights priority strategies and activities, provides examples of consequent outputs, and characterizes the intended outcomes that will result from building jurisdictional capabilities.

PHEP recipients are expected to show measurable progress toward achieving the short-term and long-term outcomes during this five-year performance period. CDC will use its PHEP Operational Readiness Review (ORR) Reporting and Tracking System (PORTS) evaluation process to measure PHEP recipient progress in achieving desired outcomes.

Subject to the availability of funding, CDC may introduce future projects that support advanced development of key public health preparedness capabilities in high population cities during the 2019-2024 performance period. This future project may support high

population cities with identifying gaps and strengthening chemical and radiological preparedness.

b) HPP

- Awarding Agency: Department of Health and Human Services, Assistant Secretary for Preparedness & Response (ASPR)
- Funding Authority: Section 319C-2 of the Public Health Services (PHS) Act (title 42 United States Code (USC) 247d-3b), as amended.

Section 311 of the PHS Act (title 42 USC 243), subject to available funding and other requirements and limitations

- Award Recipient: California Department of Public Health
- Catalog of Federal Domestic Assistance (CFDA) Number: 93.889 – National Bioterrorism Hospital Preparedness
- Assistance Type: Formula Grant
- BP2 Grant Number: 5 U3REP190564-02-00
- Federal Award Identification Number (FAIN): U3REP190564
- BP3 Funding Opportunity Announcement (FOA) Number: EP-U3R-19-001
- Title of Project: Hospital Preparedness Program Cooperative Agreement
- Project Period: From 07/01/2019 through 06/30/2024
- HPP Federal Project Description: ASPR's HPP funding is to strengthen and enhance the acute care medical surge capacity through the maintenance and growth of strong Health Care Coalitions (HCCs) within each HPP-funded state, territory, freely associated state, and locality. HPP funds are to build acute care medical surge capacity by ensuring that HPP recipients focus on objectives and activities that advance progress toward meeting the goals of the four capabilities detailed in the 2017-2022 Health Care Preparedness and Response Capabilities and document progress in establishing or maintaining response-ready health care systems through strong HCCs.

c) Pan Flu

Match to federal funding, authorized by the annual California Budget Act

PROGRAM AUTHORITY 4040-Public Health Emergency Preparedness: Health and Safety Code, Sections 100150-100236, 100250-100255, 100325-100950, 101315, 101319, 131000-131020, and 131050-131231; Government Code, Sections 8574.48 and 8587.8-8587.9; and California Code of Regulations, Titles 17 and 22.

4040010 - Emergency Preparedness

The Public Health Emergency Preparedness program coordinates preparedness and response activities for all public health emergencies, including natural disasters, acts of terrorism, and pandemic diseases. The program plans and supports surge capacity in the

medical care and public health systems to meet needs during emergencies. The program also administers federal and state funds that support Public Health emergency preparedness activities.

C. General Information

1. Funding Objective

CDPH-EPO is issuing a funding application request to Local Health Departments or their designated entity for a five-year grant period from July 1, 2022, to June 30, 2027. CDPH-EPO funds PHEP, HPP, Pan Flu, CRI and Lab to LHDs to complete service delivery within their jurisdiction, and to promote planning and preparedness for a response to all public health and medical emergencies, including natural disasters, acts of terrorism, and infectious diseases. The local emergency preparedness program plans shall support surge capacity in public health systems and the health care delivery system to meet the needs during emergencies.

The objective is to award funding for work with PHEP, HPP, Pan Flu, CRI and Lab eligible LHDs. Successful applicants will use jurisdictional hazard and vulnerability assessments, exercises, and real events to assess gaps, and develop improvement plans to inform and galvanize process improvement. Improvements and updates should be at least every three years and used to inform policy, processes, training and exercising needed to be ready for a public health and/or medical emergency that threatens the public's health and the stability of the health care delivery system with a long-term goal of sustaining readiness.

2. Funding Amount

CDPH-EPO will award approximately \$48M each FY dependent upon the annual Federal Continuation Guidance and State award. Attachment 1 is the DRAFT Local Allocation table for FY 2022-23 for each LHJ by funding stream. Each FY CDPH-EPO will release the annual Local Allocation table along with State Continuation Guidance based on federal funding authority and State awards. Refer to Continuation Guidance for additional information.

3. Eligibility

Applicants must be a California Local Health Department or Agency or a Local Health Department's designated entity, from here on referred to as Local Health Jurisdiction (LHJ) that meets all the criteria below:

- i. Operate within the county they authorize to serve,
- ii. Provide proof of non-profit status as part of the response to the Funding Application Request (for example, a copy of your signed 501(c) (3) IRS form),
- iii. Address public health and/or medical emergency preparedness and response planning and implementation and sustainment,
- iv. Follow the California Public Health and Medical Emergency Operations Manual (EOM), California's Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).

- v. Demonstrate experience or capacity to provide public health and/or medical emergency preparedness and response planning and implementation to the jurisdiction,
- vi. Collaborate and coordinate with public health and medical emergency preparedness response partners and stakeholders representing the diverse assets, diverse populations in order to meet the public health and medical emergency preparedness and response needs of community, including addressing and promoting the following efforts: tribal engagement, at-risk populations and health equity, and
- vii. Possess the capacity to adhere to the agreement, fiscal and program reporting requirements of CDPH-EPO, CDC and ASPR.

D. Grant Agreement Award Process

Awarded Grant Agreements will be executed by June 30, 2022, for work to begin on July 1, 2022. CDPH-EPO reserves the right to fund any or none of the applications submitted.

Awards will be made to LHJs, whose applications are determined to be technically complete and whose professional qualifications and experience meet the terms of the Funding Application Package. The selection process may include a request for additional information to support the application. In addition, telephone interviews and/or site visits may take place between the selection processes, grant agreement negotiations, and grant agreement award dates.

E. Application Instructions

1. Intent to Apply

Prospective applicants who intend to apply are required to indicate their intention to apply, by submitting the Letter of Intent and Project Representatives. Failure to submit the mandatory, non-binding Letter of Intent will result in application rejection. The mandatory Letter of Intent is non-binding and prospective applicants are not required to apply merely because a Letter of Intent is submitted.

Submitting a Mandatory, Non-Binding Letter of Intent & Project Representatives

The mandatory, non-binding Letter of Intent and Project Representatives must be received by 4:00 pm (PST) on April 19, 2022. Submit the Letter of Intent via email. Email Subject Line: Letter of Intent for Funding Application FY 2022-2027 to LHBTProg@cdph.ca.gov and cc your Contract Manager.

2. Application Webinar

An Application Webinar will be scheduled in April 19 & 20, 2022. The purpose of the webinar is to review the information in this Funding Application Package and answer any questions applicants have regarding the application process.

3. Submission of Application

Submit all required application documents to LHBTProg@CDPH.ca.gov, and cc your Contract Manager, with an email subject line: *LHJ Name* Application documents, in the body of the email list all the attachments included. Application documents 4I-4M are due not later than May 20, 2022.

CDPH-EPO reserves the right to reject any or all applications and/or cancel the grant agreement made under this Funding Application Package. Acceptance of an application is subject to negotiations of an agreement between CDPH-EPO and the applicant.

All materials submitted in response to this Funding Application Package will become the property of CDPH-EPO at the time the application is received. All applicants agree that in applying, they authorize CDPH-EPO to verify any or all claimed information.

All applications must be complete when submitted. CDPH-EPO reserves the right to contact applicants during any application evaluation phase to clarify the content of the application and request changes.

Application will be considered as a representation that:

- i. The LHJ and any subcontractor(s) have carefully investigated all conditions which affect, now and in the future, the performance of the work covered by the application,
- ii. The LHJ and any subcontractor(s) are fully informed concerning the conditions to be encountered, quantity and quality of work to be performed, and
- iii. The LHJ and any subcontractor(s) are familiar with all Federal and State laws that affect the work to be conducted and the persons employed in the work.

Information, Addenda, or Changes

If any clarifications or modifications to this Funding Application Package are necessary, all questions and answers, addenda, or changes will be communicated to the applicant from LHBTProg@cdph.ca.gov. It is the responsibility of applicants to request to join CDPH-EPO emergency preparedness email distribution lists and keep their contact information up to date.

4. Required Application Documents

Complete and submit the required application documents for FY 2022-23. All required application documents for a complete application are included in the checklist on page 2 and detailed below. LHJs work plans and budgets for the current FY will be incorporated into the applicant's five-year agreement.

There are four Workplans; one for each grant (PHEP, HPP and Pan Flu) and one for the Multi-County Local Emergency Medical Services Agencies (MCLEMSA). All local applicants must complete and submit a workplan for each applicable funding stream indicated in Attachment 2 (Letter of Intent). Workplan Instructions are included in Appendix C, this appendix will be updated each FY and be included in the annual Continuation Guidance.

- **Attachment A: PHEP Workplan FY 22-23**

- **Attachment B: HPP Workplan FY 22-23**
- **Attachment C: Pan Flu Workplan FY 22-23**
- **Attachment D: Multi-County LEMSA Workplan FY 22-23**

The budget period for all application funding streams is July 1 to June 30. All budgets are based on the annual allocations for the upcoming FY, use Attachment I – DRAFT Local Allocation tables. Budget Instructions are outlined in Appendix A, this appendix will be updated each FY and be included in the annual Continuation Guidance.

- **Attachment E: PHEP Budget FY 22-23**
- **Attachment F: HPP Budget FY 22-23**
- **Attachment G: Pan Flu Budget FY 22-23**
- **Attachment E: PHEP CRI Budget FY 22-23**
- **Attachment E: PHEP Lab Budget FY 22-23**
- **Attachment H: Budget Personnel Summary FY 22-23**

5. FY Allocations

The DRAFT allocation tables for PHEP, PHEP CRI, PHEP Lab, HPP and Pan Flu funding are listed in Attachment 1, will be updated each FY, and be included in the annual Continuation Guidance.

a) Local Emergency Medical Services Agency (LEMSA) Allocations

Local Entities receiving HPP funding will fund their jurisdiction’s single county LEMSA at \$43,175. There are 25 LHJs that share a LEMSA, the five multi-county LEMSAs contract directly with CDPH-EPO, are required to complete the same workplan activities as the single county LEMSAs, multi-county LEMSAs complete Attachment D.

b) Cities Readiness Initiative (CRI)

California has sixteen LHJs outside of Los Angeles County designated as a CRI jurisdiction. California’s higher risk Metropolitan Statistical Areas (MSAs) are Los Angeles-Long Beach-Anaheim, San Diego-Carlsbad, and San Francisco-Oakland-Hayward. *City of Berkeley receives CRI funding; it is not counted as a separate CRI jurisdiction by the CDC. CRI LHJs complete Attachment E (PHEP Budget).

California CRI – Local Entities		
Alameda	Orange	San Diego
*City of Berkeley	Placer	San Francisco
Contra Costa	Riverside	San Mateo
El Dorado	Sacramento	Santa Clara
Fresno	San Benito	Yolo
Marin	San Bernardino	

c) Local Laboratory Response Network – Biological (LRN-B)

Fourteen of California’s public health labs are designated as LRN-B Reference Public Health Laboratories, see table below. *Twelve LRN-B Reference Public Health Laboratories are allocated \$281,933 of PHEP funding each year. LRN-B LHJs complete Attachment E (PHEP Budget).

LRN-B Reference Public Health Laboratories		
California Department of Public Health	*Sacramento	*Santa Clara
*Fresno	*San Bernardino	*Shasta
*Humboldt	*San Diego	*Sonoma
Los Angeles	*San Joaquin	*Tulare
*Orange	*San Luis Obispo	

An Annual Single Audit for the previous fiscal year, must be provided annually. The Annual Single Audit is reviewed and provided to CDPH’s internal audits program prior to the applicant’s audit. The Single Audit applies to state, local government, and nonprofit recipients. Single Audit must be submitted to the [Federal Audit Clearinghouse \(FAC\)](#), and to any Federal agency who specifically requests it. Federal guidelines require recipients to submit the documents no more than 30 days after the auditor issues its report or 9 months after the final day of the audit period, whichever comes first. Refer to <https://www.ecfr.gov/cji-bin/text-idx?node=sp2.1.200.f>. All LHJs must provide their Annual Single Audit, **if** the audit is not available at the time the Application Package is due, please provide a letter from your health officer or fiscal officer stating when the Annual Single Audit will be provided. All LHJs provide their Single Audit for the previous FY.

- **Annual Single Audit of FY 21-22**

Current contact information for the emergency preparedness and response programs in LHJs must be submitted and kept up to date throughout the fiscal year. Complete and submit Contact Information, Attachment I. All LHJs complete Attachment I

- **Attachment I - Contact Information FY 22-23**

Government Agency Taxpayer ID form, CDPH9083, is used to confirm applicant’s payment address each fiscal year for Quarter 1 payments and future invoice reimbursements. Applicants must include this form each FY. All LHJs complete Attachment J.

- **Attachment J: Government Agency Taxpayer ID form**

6. If Applicable

A Health Officer Letter is required when the Local Health Department or Agency designates another entity to perform the programmatic and fiscal duties during the five-year agreement.

- Health Officer Letter

Local Public Health Laboratories designated as a Laboratory Response Network – Biological (LRN-B) are eligible to apply for additional funding to support Microbiologist training. For more information on how to apply for the PHEP Laboratory Training and Assistance funds, refer to Attachment M.

- Attachment M: PHEP Lab Training and Assistance application

The Inventory Disposal Schedule, Attachment L, is used to report any single piece of equipment with a value of \$5,000 or more that was disposed of during the fiscal year.

- Attachment L: Inventory Disposal Schedule

If the Local Entity has any outstanding audit finding(s) from prior years, a Fiscal CAP is required for each fiscal year when the audit finding(s) are unresolved.

- Attachment K: Fiscal Corrective Action Plan

7. Application Questions

Submit all application questions or concerns to LHBTProg@CDPH.ca.gov, and cc your Contract Manager, with an email subject line: *LHJ Name* Application Question, in the body of the email include your question, or outline your concerns and attach any relevant documents.

F. Funding Requirements

Each FY applicants are required to complete the following activities.

a) Capabilities Planning Guides

LHJs are required to complete the Public Health and Health Care Capabilities Planning Guides (CPGs). The CPG data are a point in time self-assessment of current preparedness abilities, used to identify gaps and guide planned activities for the upcoming FY. CDPH-EPO will provide the CPG questions and instructions on completing and submitting the CPG responses in the second quarter of each FY.

b) Emergency Preparedness Training Workshop (EPTW)

All LHJ Program Coordinators are required to attend the annual CDPH-EPO Emergency Preparedness Training Workshop (EPTW). Each FY EPTW will notify all LHJs via email and provide a link to the EPTW website with the dates, location, registration fee, agenda, and other details. CDPH-EPO encourages Local Entity staff, HPP Healthcare Partners, Healthcare Coalition partners, local Office of Emergency Services and Local Emergency Medical Services (LEMSA) staff to attend the EPTW.

c) Inventory

All LHJs must maintain a list of equipment and/or property purchased with federal and State funds for emergency planning and preparedness. LHJs must include both major and minor equipment and/or property on their inventory list and follow the Code of Federal Regulations (CFR) for purchasing and disposing of equipment and/or property if purchased with federal funds. LHJs will be required to complete federal documentation of purchases and disposals of equipment and/or property that costs \$5,000 or more, to CDPH-EPO.

- i. Major equipment/property: A tangible or intangible item having a base unit cost of \$5,000 or more with a life expectancy of one (1) year or more and is either furnished by CDPH or the cost is reimbursed through this Agreement. Software and videos are examples of intangible items that meet this definition.
- ii. Minor equipment/property: A tangible item having a base unit cost of less than \$5,000 with a life expectancy of one (1) year or more and is either furnished by CDPH or the cost is reimbursed through this Agreement.

d) Mid-Year and Year End Reporting

Each FY programmatic and fiscal progress reports are due for all funding streams to CDPH-EPO twice a year at mid-year and end of year. The programmatic progress report is included within the Workplans and the instructions for completing the report section are within the Work Plan Instructions. The progress expenditure report templates and instructions will be provided via email prior to the due dates.

Due Dates:

- Mid-Year Reports (all): January 31, 2023
- Year End Work Plan Progress Reports: July 30, 2023
- Year End Expenditure Report Approval: 10 days after the approval of a Local Entity' Final Invoice

Submit all Progress Reports via email to LHBTProg@cdph.ca.gov and copy your assigned Project Officer and Contract Manager.

e) Performance Measures

All LHJs may be required to submit federal and State performance measures for each funding stream. LHJs will be informed of what performance measures apply, by funding stream within the Local Work Plans and/or via email. In addition, LHJs may be requested to submit additional data and documents during the five-year agreement as required by the federal funding authority and/or CDPH-EPO.

f) Site Visits

CDPH-EPO Project Officers and Contract Managers will conduct annual site visits of all LHJs or their designated entities to review progress on grant deliverables and activities and provide technical assistance. Site visits are an opportunity for LHJs to share best practices, trainings, exercises, and other events demonstrating grant progress, as well as discuss any challenges or

barriers. Annual site visits may be virtual or in-person, depending on state and/or local restrictions.

g) Statewide Medical Health Exercise (SWMHE)

All LHJs must participate in the annual Statewide Medical and Health Exercise (SWMHE). Each FY SWMHE will notify all LHJs via email and provide a link to the SWMHE website with the dates, incident, location(s), capabilities being tested, and other details. LHJs should utilize their participation in this exercise to complete multiple exercise requirements and encourage participation from all members of their Health Care Coalition, LEMSA and OES.

G. Additional Information

Additional information to assist LHJs with their application, managing and reporting progress.

i. Appendix A - Budget Instructions

Instructions on how to complete the budget templates, include expanded authority (carry-forward) funds and budget revisions.

ii. Appendix B - What's Allowable Matrix

Guide to items that are allowable to purchase by budget category and purpose.

iii. Appendix C - Work Plan Instructions

Instructions on how to complete the work plan templates, including progress reporting.

H. Audit

All funding is subject to an audit by CDPH's Internal Audits program for each FY funding was received. CDPH-EPO assesses the risk of each LHJ based on their ability to meet deliverable deadlines, provide complete and accurate reports, appropriately budget and expend their funds. The assessment is utilized by CDPH's Internal Audits program to determine the type of audit, desktop or onsite, to be performed. CDPH's Internal Audits aims to perform a fiscal audit on all federal funds for each LHJ at least once during a three-year period.

I. Continuation Guidance

Successive fiscal years applicants will receive an annual Continuation Guidance which will include updated federal and State funding requirements, and the annual allocation for the upcoming fiscal year. Updated application documents, per the checklist on page 2, must be completed and submitted each successive fiscal year upon request during the five-year agreement. All LHJs will receive an email notification prior to the upcoming FY providing the annual Continuation Guidance, the annual allocations, updates to the Local work plan activities and deliverables and updates from Federal and State.



California Department of Public Health
Emergency Preparedness Office

Date:

FY 2022-23 to FY 2026-27
Local Health Department Work Plan for
Public Health Emergency Preparedness (PHEP)

[Local Entity Name]

Region:

Population size:

This is a short list of requirements for the Public Health Emergency Preparedness (PHEP) funding.

Instruction

Please use the drop down menus in each "box" and select an option.

Requirement

Use the drop down to indicate the year the requirement was or will be completed.

Conduct a public health full Jurisdictional Risk Assessment (JRA) must be completed at least once every five years (rolling five years).
See Domain 1, Domain Activity 1.1

Exercises

Use the drop down to indicate the year the exercise was or will be completed.

DRILL: Facility setup must be completed once a year.
See Domain 4, Domain Activity 1.1-1.2 for more information.

DRILL: Staff notification and assembly must be completed once a year.
See Domain 4, Domain Activity 1.1-1.2 for more information.

DRILL: Site activation must be completed once a year.
See Domain 4, Domain Activity 1.1-1.2 for more information.

TABLE TOP: Anthrax must be complete at least once every five years (rolling five years).
See Domain 4, Domain Activity 1.4 for more information.

TABLE TOP: Pandemic influenza must be completed at least once every five years (rolling five years).
See Domain 4, Domain Activity 1.3 for more information.

FULL-SCALE: Pandemic influenza, for the critical work force, at least once every five years (rolling five years).
See Domain 4, Domain Activity 1.3 for more information.

FULL-SCALE: Joint PHEP-HPP exercise at least once every five years (rolling five years).
See Domain 1, Domain Activity 2.2 for more information

FULL-SCALE: Anthrax dispensing exercise at least once every five years (rolling five years). MSAs only.
See Domain 4, Domain Activity 1.4 for more information.

AAR/IP

Submission with each incident of a functional and full-scale exercise each year.

EPTW

Attend the Emergency Preparedness Training Workshop (EPTW) each year.

MYTEP

Multi-year Training and Exercise Plan (MYTEP) that specifies at least two years of trainings and exercises, must be updated each year. MYTEP should address the needs and priorities identified in previous AARs/Ips and demonstrate coordination with partners and stakeholders.

Plans

Use the drop down to indicate the activity that will occur for the plan in the FY.

Develop and maintain current version of the following plans (may be included as annexes or components in larger plans).

Listed plans are referenced throughout this work plan.

Listed plans must be reviewed, updated and signed by the respective partners at least once every three years and made available for review prior to site visits.

All hazards preparedness and response plan.
See Domain 1, Domain Activity 6.1 for more information.

Infectious disease response plan.
See Domain 1, Domain Activity 6.1 for more information.

Pandemic influenza plan.
See Domain 1, Domain Activity 6.1 for more information.

Medical countermeasure distribution and dispensing plans.
See Domain 1, Domain Activity 6.1 for more information.

Continuity of operations (COOP) plans.
See Domain 1, Domain Activity 6.1 and Domain 6, Activity 2.7 for more information.

Chemical, biological, radiological, and nuclear (CBRN) threat response plans.
See Domain 1, Domain Activity 6.1 for more information.

Plan(s) that support the volunteer recruitment and management.
See Domain 5, Activity 4.2 for more information.

[Local Entity Name]

Domain 1:	Strengthen Community Resilience
Description:	Community resilience is the ability of a community, through public health agencies, to develop, maintain, and utilize collaborative relationships among government, private, and community organizations to develop and utilize shared plans for responding to and recovering from disasters and public health emergencies.

1 Known Gaps:	
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Capability 1:	Community Preparedness
Capability 2:	Community Recovery

2 Classify Activity:		Are you Building or Sustaining this Domain?
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Outcomes:	<ol style="list-style-type: none"> Analyze JRA results to determine strategic priorities, identify program gaps, and prioritize preparedness investments. Develop a comprehensive whole-community approach to preparedness management. Have a comprehensive preparedness program including a whole community approach and engaged ESF partners. Create a progressive, multiyear training and exercise program with increasingly complex exercises to improve operational readiness across multiple hazards.
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Domain Activity 1:	Determine the Risks to the Health of the Jurisdiction	§ FY 2022-23						§ FY 2023-24								
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier		
Activities	<ol style="list-style-type: none"> LHDs will collaborate in conjunction with stakeholders, partners and tribal entities to complete a JRA once every 5 years (FY 2019-2024), to identify potential hazards, vulnerabilities, and risks within the community that relate to the public health, medical, and mental/behavioral health systems and the access and functional needs of at-risk individuals. FY 21-22 Continue to work on this activity and deliverable and report. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 7 FY 2019-20 Local PHEP Work Plan, Capability 1, Function 1, Activity 2 PHEP Capabilities Guide pages 20-22 															
Functions used to guide your planned activities																
	1 Capability 1, F1 Determine the risks to the health of the jurisdiction.															
Outputs from the planned activities																
	1 Complete a JRA once within the 5-year period (FY 2019-2024). (Activity 1)															
Outputs																
	2															
	3															
	4															
Notes																
	1															
	2															
	3															

Domain Activity 2:	Ensure HPP Coordination (HPP Coordination occurs throughout PHEP, not limited to the activities below.)	3 FY 2022-23						3 FY 2023-24							
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	
Activities	1	LHDs will continue assessing risk, planning, coordinating, and exercising with HPP counterparts, including HCC's. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide HPP Coordination. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide HPP Coordination.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 7-8 FY 2019-20 Local PHEP Work Plan, multiple locations, key word search HPP and HCC. PHEP Capabilities Guide, multiple locations, key word search HPP and HCC. FY 22-23 HPP Workplan, Capability 2, Phase 3, Objective 3, Activity 2.2													
	2	LHD's will plan and participate in at least one joint exercise with HPP and emergency management at least once in every 5 year period (currently 2019-2024). LHDs can meet this requirement with a functional exercise, full scale exercise, or real incident. Recommend meeting multiple program requirements with this exercise or real incident, by including PHEP, HPP, MCM, CRI and other exercise requirements. FY 21-22 Continue to work on this activity and deliverable and report. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i> Reference: CDPH Statewide Medical & Health Exercise, https://www.cdph.ca.gov/Programs/EPO/Pages/swmhe.aspx CDC NoFO PHEP CDC RFA TP19-1901, page 7-8, 38-41 FY 2019-20 Local PHEP Work Plan, Capability 1, Function 4, Activity 2 PHEP Capabilities Guide, Capability 3, Skills & Training FY 21-22 HPP Workplan, Capability 1, Phase 3, Objective 4, Activity 3.1													
Activities	3														
	4														
	5														
Functions used to guide your planned activities															
	1	Capability 1, F3 Coordinate with partners and share information through community social networks.													
	2	Capability 1, F4 Coordinate training and provide guidance to support community involvement with preparedness efforts.													
Outputs from the planned activities															
	1	Coordinated planning and preparedness activities with HPP/HCC partners. (Activity 1)													
	2	Develop or assist in the development of an AAR/IP within 90 days of the exercise or real event. (Activity 2)													
	3	Share with all appropriate stakeholders or verify sharing of finalized AAR/IP. (Activity 2)													
	4	<i>FY 22-23</i> Complete CDPH survey of top improvements identified in <i>FY 21-22</i> . (Activity 2)													
Outputs	5														
	6														
	7														
Notes	1														
	2														
	3														

Domain Activity 3:	Plan for the Whole Community	3 FY 2022-23						3 FY 2023-24							
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	
Activities	1	LHDs will have procedures in place to identify individuals with access and functional needs that may be at risk of being disproportionately impacted by incidents with public health consequences. LHDs can use the CMIST framework to update and maintain procedures to identify at-risk populations disproportionately impacted by incidents or events as defined in the CMIST framework. Communication; Maintaining Health; Independence; Support, Safety and Self-determination; Transportation (CMIST). FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 8 FY 2019-20 Local PHEP Work Plan, Capability 1, Function 4, Activity 2 PHEP Capabilities Guide, page 20 FY 22-23 HPP Workplan, Capability 1, Phase 1, Objective 2, Activity 4.4													
	2	LHDs, in coordination with HPP, will continue to encourage participation of social services including faith based partners, child service providers, community based organizations, mental/behavioral health organizations in community preparedness planning to address needs during an emergency in the jurisdiction. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 8-9 FY 2019-20 Local PHEP Work Plan, Capability 1, Functions 1-4 PHEP Capabilities Guide, multiple locations, key word search social services, faith based, child services, community, and mental/behavioral health FY 22-23 HPP Workplan, Capability 1, Phase 1, Objective 2, Activity 4.4													
	3	Identify LHD's role in family reunification. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 9 FY 2019-20 Local PHEP Work Plan, Capability 1, Functions 2, Activity 1 PHEP Capabilities Guide, multiple locations, key word search family reunification													
4															
5															
6															

Functions used to guide your planned activities	
1	Capability 1, F1 Determine the risks to the health of the jurisdiction.
2	Capability 1, F2 Strengthen community partnerships to support public health preparedness.
3	Capability 1, F3 Coordinate with partners and share information through community social networks.
4	Capability 1, F4 Coordinate training and provide guidance to support community involvement with preparedness efforts.
5	Capability 2, F1 Identify and monitor community recovery needs.
6	Capability 2, F2 Support recovery operations for public health and related systems for the community
Outputs from the planned activities	
1	Document procedures that identify at-risk populations and those individuals with access and functional needs that may be disproportionately impacted. (Activity 1)
2	Document partners and stakeholders. (Activity 2)
3	Document role and responsibility in family reunification. (Activity 3)
Outputs	4
	5
	6
Notes	1
	2
	3

Domain Activity 4:	Focus on Tribal Planning and Engagement	3 FY 2022-23						3 FY 2023-24							
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	
Activities	1	LHD's should engage with federally recognized Native American Tribal entities for emergency preparedness planning and response activities. LHD's whose boundaries include tribal reservations and tribal communities will attempt to engage with federally recognized American Indian tribes for emergency preparedness planning and response activities. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide tribal engagement. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide tribal engagement.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 9-10 FY 2019-20 Local PHEP Work Plan, Capability 1, Function 2, Activity 7 PHEP Capabilities Guide, multiple locations, key word search Tribal, Tribes, and native FY 22-23 HPP Workplan, Capability 1, Phase 1, Objective 5, Activity 3.1													
Activities	2														
	3														
	4														
Functions used to guide your planned activities															
	1	Capability 1, F2 Strengthen community partnerships to support public health preparedness.													
	2	Capability 1, F3 Coordinate with partners and share information through community social networks.													
	3	Capability 1, F4 Coordinate training and provide guidance to support community involvement with preparedness efforts.													
Outputs from the planned activities															
	1	Document engagement efforts on Tribal planning (Activity 1)													
	2	In person meeting or attempt(s) to have an in person meeting. (Activity 1)													
	3	FY-20-24 Utilize new engagement techniques, as needed, based on lessons learned during COVID-19. (Activity 1)													
Outputs	4														
	5														
	6														
Notes	1														
	2														
	3														

Domain Activity 5:	Ensure Emergency Support Function (ESF) Cross-Discipline Coordination and Partner and Stakeholder Collaboration	FY 2022-23						FY 2023-24							
		FY 2022-23 Activity Type	Estimated Completion	MY Report		YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	MY Report		YE Report		Notes
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	
Activities	1	LHDs, in coordination with HPP, will continue to encourage participation of government agencies and stakeholders with an ESF role including the MHOAC, RDMHS, emergency management, EMS, behavioral/mental health, environmental health, organizations serving older adults, and education and child care systems. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating this process. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating this process.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 10 FY 2019-20 Local PHEP Work Plan, Capability 1, Function 3, Activity 3 PHEP Capabilities Guide, multiple locations, key word search ESF, Partner and Stakeholder. CDPH training on Environmental Health Training in Emergency Response (EHTER) is available, contact: Allison.Wilder@cdph.ca.gov FY 22-23 HPP Workplan, Capability 2, Objective 1, Activity 2.1 - 2.3													
Activities	2														
	3														
	4														
Functions used to guide your planned activities															
	1	Capability 1, F3 Coordinate with partners and share information through community social networks.													
	2	Capability 2, F2 Support recovery operations for public health and related systems for the community													
Outputs from the planned activities															
	1	Identify and document partners and stakeholders with a role in ESF 8 (Activity 1)													
	2	FY-21-22 Update and maintain ESF 8 list of partners and stakeholders. (Activity 1)													
Outputs	3														
	4														
	5														
Notes	1														
	2														
	3														

Domain Activity 6:	Strengthen and Implement Plans through Training and Exercising	3 FY 2022-23						3 FY 2023-24							
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	
Activities	<p>1 LHDs will develop and maintain training and exercise plans for building and/or sustaining public health preparedness and response capability.</p> <p>-All-hazards preparedness and response plan -Infectious disease response plan -Pandemic Influenza plan -Medical countermeasures distribution and dispensing plans -Continuity of operations plans (COOP) -Chemical, biological, radiological, and nuclear (CBRN) threat response plans - Plans that support the Emergency System for Advance Registration of Volunteer Health Professionals (ESAR-VHP) or volunteer management plan -Communications plan Plans must be reviewed, and updated at least every 3 years.</p> <p>FY 21-22 Continue to work on this activity and deliverable and report. Utilize COVID-19 and other response activities, AAR(s) and IP(s) to update preparedness and response plans. Use the PHEP Capabilities Guide for a list of stakeholders to include in planning process. <i>FY 22-23 Continue to work on this activity and deliverable and report. Utilize COVID-19 and other response activities, AAR(s) and IP(s) to update preparedness and response plans. Use the PHEP Capabilities Guide for a list of stakeholders to include in planning process.</i></p> <p>Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 11-12 FY 2019-20 Local PHEP Work Plan, Capability 1, Function 2, Activity 5 PHEP Capabilities Guide, multiple locations, key word search the plans listed above. FY 2019-20, thru to 2022-2023 Pan Flu Workplan. FY 22-23 HPP Workplan, Capability 1, Phase 1, Objective 2, Activity 1.1</p>														
	<p>2 LHDs will participate in the Emergency Preparedness Training Workshop (EPTW).</p> <p>Develop and provide multiyear training and exercise plans (MYTEPS) that specify at least two years of trainings and exercises. The MYTEP should address the needs and priorities identified in previous AARs/IPs; demonstrate coordination with applicable entities, partners, and stakeholders; and describe methods to leverage and allocate resources to the maximum extent possible.</p> <p>FY 20-21 EPTW canceled. <i>FY 21-22 EPTW canceled.</i> <i>FY 22-23 EPTW will be held in the spring.</i></p> <p>FY 21-22 MYTEP(s) developed based on lessons learned from previous year. <i>FY 22-23 MYTEP(s) developed based on lessons learned from previous year.</i></p> <p>Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 11 FY 2019-20 Local PHEP Work Plan, Capability 1, Functions 4, Activity 1 PHEP Capabilities Guide, multiple locations, key word search multi-year, train, exercise, after-action, and improvement plan. FY 22-23 HPP Workplan, Capability 1, Phase 2, Objective 4, Activity 2.2</p>														
	<p>3 LHDs will develop evaluative processes to review, revise, and maintain plans based on the resulting priorities, needs, findings, and corrective actions of exercises, real incidents, trainings, and assessments. These processes must be used to develop and inform AARs/IPs.</p> <p>FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes.</i></p> <p>Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 11-12 FY 2019-20 Local PHEP Work Plan, Capability 1, Functions 4, Activity 1 PHEP Capabilities Guide, multiple locations, key word search multi-year, train, exercise, after-action, and improvement plan</p>														
Activities															

Functions used to guide your planned activities	
	1 Capability 1, F1 Determine the risks to the health of the jurisdiction.
	2 Capability 1, F4 Coordinate training and provide guidance to support community involvement with preparedness efforts.
	3 Capability 2, F2 Support recovery operations for public health and related systems for the community
Outputs from the planned activities	
	1 Develop MYTEPs that specify at least two years of training and exercises. (Activity 2)
	2 Document evaluation and improvement planning. (Activity 3)
	3 Coordinate training and exercise implementation with partners and stakeholders. (Activity 1)
	4 Develop and maintain plans appropriately. (Activity 1)
Outputs	5 _____
	6 _____
	7 _____
Notes	1 _____
	2 _____
	3 _____

Domain Activity 7:	Obtain Public Comment and Input	§ FY 2022-23						§ FY 2023-24							
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	
Activities	1	LHDs will share with stakeholders and community partners public health emergency preparedness and response plans as appropriate for input. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide obtaining input and comment. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide obtaining input and comment.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 12 FY 2019-20 Local PHEP Work Plan, Capability 1, Function 2, Activity 5; Capability 2, Function 3, Activity 1 PHEP Capabilities Guide, multiple locations, key word search public input.													
Activities	2														
	3														
	4														
Functions used to guide your planned activities															
	1	Capability 1, F2 Strengthen community partnerships to support public health preparedness.													
Outputs from the planned activities															
	1	Document stakeholder and community partner input. (Activity 1)													
Outputs	2														
	3														
	4														
Notes	1														
	2														
	3														

[Local Entity Name]	
Domain 2:	Strengthen Incident Management
Description:	Incident management is the ability to activate, coordinate and manage health and medical emergency operations throughout all phases of an incident through use of a flexible and scalable incident command structure that is consistent with the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS).

1 Known Gaps:	
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Capability 3:	Emergency Operations Coordination
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2 Classify Activity:	Are you Building or Sustaining this Domain?
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Outcomes:	1 Continuity of emergency operations throughout the response and recovery of a public health incident.
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Domain Activity 1:	Activate and Coordinate Public Health Emergency Operations	§ FY 2022-23					§ FY 2023-24							
		FY 2022-23 Activity	Estimated Completion	4 MY Report		5 YE Report	Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report	Notes	
Activities				Status	Primary Barrier	Status	Primary Barrier			Status	Primary Barrier	Status	Primary Barrier	
1	LHDs will update and maintain procedures for activating, operating, managing, and staffing the public health emergency operations center. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 12-13 FY 2019-20 Local PHEP Work Plan, Capability 3, Function 1, Activities 1, 4; Function 2, Activity 3 PHEP Capabilities Guide pages 34-41													
2	LHDs will train response staff, formal and/or informal, in the EOM, SEMS, NIMS and EOC/DOC section specific processes. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide staff training on incident management. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide staff training on incident management.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 12-14 FY 2019-20 Local PHEP Work Plan, Capability 3, Function 1, Activities 2-5; Function 2, Activities 2 & 4; Function 4, Activities 1-4 PHEP Capabilities Guide pages 12-41 FY 22-23 HPP Workplan, Capability 1, Phase 2, Objective 4, Activity 1.1													
3	LHDs will update the EOC/DOC medical health personnel responder list. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 12-14 FY 2019-20 Local PHEP Work Plan, Capability 3, Function 1, Activity 2; Function 2, Activity 1 PHEP Capabilities Guide pages 12-41													
4	LHDs will have a plan for demobilization to return to "ready state" of operations. <i>FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating the demobilization process.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 12-14 FY 2019-20 Local PHEP Work Plan, Capability 3, Function 5, Activities 1-3 PHEP Capabilities Guide pages 41-42													
5														
6														
7														

Functions used to guide your planned activities	
	1 Capability 3, F1 Conduct preliminary assessment to determine the need for activation of public health emergency operations.
	2 Capability 3, F2 Activate public health emergency operations.
	3 Capability 3, F3 Develop and maintain an incident response strategy.
	4 Capability 3, F4 Manage and maintain the public health response.
	5 Capability 3, F5 Demobilize and evaluate public health emergency operations.
Outputs from the planned activities	
	1 Trained staff on updated policies and procedures for activating, operating, and managing emergency response and recovery. (Activity 2)
	2 FY-21-22 LHDs will have updated operation center procedures. (Activity 1)
	3 FY-21-22 Current list of staff trained to work in the EOC/DOC. (Activity 3)
	4 FY-21-22 Update Demobilization Plan. (Activity 4)
Outputs	5
	6
	7
Notes	1
	2
	3

[Local Entity Name]

Domain 3:	Strengthen Information Management
Description:	Information management is the ability to develop and maintain systems and procedures that facilitate the communication of timely, accurate, and accessible information, alerts, and warnings using a whole community approach. It also includes the ability to exchange health information and situational awareness with federal, state, local, territorial, and tribal governments and partners.

1 Known Gaps:

Capability 4:	Emergency Public Information and Warning
Capability 6:	Information Sharing

2 Classify Activity: Are you Building or Sustaining this Domain?

Outcomes:	<p>1 Establish a standardized system for information sharing which will assess situational awareness and create a common operating picture.</p> <p>2 Have access to a standardized joint information system to develop, coordinate, disseminate timely and accurate information alerts, warnings, and notification to the public including at risk populations..</p>
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Domain Activity 1:	Maintain Situational Awareness during Incidents	FY 2022-23						FY 2023-24						FY 2024-25		
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2024-25 Activity
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier		
Activities	1	LHDs will establish a common operating picture, that facilitates coordinated information sharing among all public health, health care and necessary partners and stakeholders, for example environmental health. This includes state, local, tribal, and the region and their respective preparedness programs, public health laboratories, communicable disease programs and programs addressing health care-acquired infections. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 16 FY 2019-20 Local PHEP Work Plan, Capability 6, Function 2, Activities 1, 2, 10 PHEP Capabilities Guide pages 62-69														
	2	LHDs will sustain a program that facilitates coordinated information sharing among all public health, health care, and necessary partners and stakeholders. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide information sharing processes. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide information sharing processes.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 16 FY 2019-20 Local PHEP Work Plan, Capability 6, Function 1, Activities 1-2; Function 2, Activities 3-7 PHEP Capabilities Guide pages 62-69														
Activities	3															
	4															
	5															
Functions used to guide your planned activities																
	1	Capability 6, F1 Identify stakeholders that should be incorporated into information flow and define information sharing needs.														
	2	Capability 6, F2 Identify and develop guidance standards and systems for information exchange.														
	3	Capability 6, F3 Exchange information to determine a common operating picture.														
Outputs from the planned activities																
	1	Have or have access to a tool that collects information to create situational awareness in a common operating picture. Provide documentation of utilizing the information tool during real world incident, exercise, and/or planned event.														
	2	FY 21-22 LHD staff trained on information sharing process.														
Outputs	3															
	4															
	5															
Notes	1															
	2															
	3															

Domain Activity 2:	Coordinate Information Sharing	FY 2022-23					FY 2023-24					FY 2024-25				
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2024-25 Activity Type
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier		
Activities	<p>1 LHDs will have or have access to communication systems that maintain or improve reliable, resilient, interoperable and redundant information and communication systems and platforms, including those for bed availability, EMDS data, and patient tracking , and provide access to HCC members and other partners and stakeholders.</p> <p>FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating information coordination.</p> <p>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating information coordination.</p> <p>Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 16-17 FY 2019-20 Local PHEP Work Plan, Capability 6, Function 2, Activities 5, 6, 8, 9; Function 3, Activities 6, 7 PHEP Capabilities Guide pages 62-69 FY 22-23 HPP Workplan, Capability 2, Phase 1, Objective 2, Activity 1.2-1.3</p>															
	<p>2 LHDs will provide situational awareness information to MHOAC program, during emergency response operations and as requested.</p> <p>FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating information sharing techniques.</p> <p>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating information sharing techniques.</p> <p>Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 16-17 FY 2019-20 Local PHEP Work Plan, Capability 6, Function 3, Activities 3 PHEP Capabilities Guide pages 62-69</p>															
	<p>3 LHDs will utilize the California Health Alert Network (CAHAN) to share emergent public health and medical threats.</p> <p>FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating information sharing processes.</p> <p>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating information sharing processes.</p> <p>Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 16-17 FY 2019-20 Local PHEP Work Plan, Capability 6, CAHAN PHEP Capabilities Guide pages 62-69</p>															
Activities	4															
	5															
	6															
Functions used to guide your planned activities																
	1	Capability 6, F1 Identify stakeholders that should be incorporated into information flow and define information sharing needs.														
	2	Capability 6, F2 Identify and develop guidance standards and systems for information exchange.														
	3	Capability 6, F3 Exchange information to determine a common operating picture.														
Outputs from the planned activities																
	1	Provide Documentation showing use of communication systems during real life incident, exercise, and/or event. (Activity 1)														
	2	Provide flash report and situation reports to your MHOAC Program, during real events or exercises as needed. (Activity 2)														
	3	LHDs will maintain participation in the California Health Alert Network and participate in all contact drills. (Activity 3)														
Outputs	4															
	5															
Notes	1															
	2															
	3															

Domain Activity 3:	Coordinate Emergency Information and Warning	FY 2022-23					FY 2023-24					FY 2024-25						
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	Status	4 MY Report		Status	5 YE Report		Notes	FY 2024-25 Activity
Activities	<p>1 LHDs will, in coordination with HCC, develop, and disseminate information, alerts, warnings, and notifications to the public.</p> <p>FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes.</i></p> <p>Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 17 FY 2019-20 Local PHEP Work Plan, Capability 4, Function 1, Activities 1 & 4; Function 5, Activities 1-3 PHEP Capabilities Guide pages 43-51 FY 22-23 HPP Workplan, Capability 2, Phase 3, Objective 3, Activity 3.3</p>																	
	<p>2 LHDs have or have access to a Communications Plan that utilizes crisis and emergency risk communication (CERC) principles, including PIO roles, responsibility, and trainings, and the joint information system activation criteria.</p> <p>FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes.</i></p> <p>Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 17 FY 2019-20 Local PHEP Work Plan, Capability 4, Function 2, Activities 1-2; Function 3, Activity 1 PHEP Capabilities Guide pages 43-51</p>																	
Activities	3																	
	4																	
Functions used to guide your planned activities																		
	1	Capability 4, F1 Activate the emergency public information system																
	2	Capability 4, F2 Determine the need for a Joint Information System																
	3	Capability 4, F3 Establish and participate in information system operations																
	4	Capability 4, F4 Establish avenues for public interaction and information exchange																
		Capability 4, F5 Issue public information, alerts, warnings, and notifications																
	5	Capability 6, F2 Identify and develop guidance standards and systems for information exchange.																
	6	Capability 6, F3 Exchange information to determine a common operating picture.																
Outputs from the planned activities																		
	1	LHDs will have or have access to message templates based on Jurisdiction Risk Assessment (JRA) as appropriate. (Activity 1)																
	2	Documentation of crisis communication elements identified in exercises, real world incidents and or planned events. (Activity 2)																
Outputs	3																	
	4																	
Notes	1																	
	2																	
	3																	

[Local Entity Name]

Domain 4:	Strengthen Countermeasures and Mitigation
Description:	Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate nonpharmaceutical and responder safety and health measures during response to a public health incident.

Known Gaps:	
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Capability 8:	Medical Countermeasure Dispensing and Administration
Capability 9:	Medical Material Management and Distribution
Capability 11:	Nonpharmaceutical Interventions
Capability 14:	Responder Safety and Health

Classify Activity:		<i>Are you Building or Sustaining this Domain?</i>
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Outcomes:	<ol style="list-style-type: none"> 1 Continuity of emergency operations management for emergency or incident requiring MCM dispensing/distribution. 2 Before, during, and after an incident, ensure the safety and health of responders. 3 Timely implementation of public health intervention and control measures.
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Domain Activity 1:	Develop and Exercise Plans for MCM Distribution, Dispensing, and Vaccine Administration	FY 2022-23						FY 2023-24								
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier		
Activities	1	LHDs will develop and submit distribution drills; Site activation, staff call down, and pick list. FY 20-21 Activity and Output waived. FY 21-22 Activity and Output waived. FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 18 FY 2019-20 Local PHEP Work Plan, Capability 8, Function 4 PHEP Capabilities Guide pages 80-90														
	2	LHDs will develop and submit dispensing drills; Facility set up, staff notification and assembly, and site activation. FY 20-21 Activity and Output waived. FY 21-22 Activity and Output waived. FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 18 FY 2019-20 Local PHEP Work Plan, Capability 8, Function 4 PHEP Capabilities Guide pages 80-90														
	3	LHDs will conduct pandemic influenza exercise; TTX, functional, and full scale if applicable. FY 20-21 May use COVID-19 to meet the Activity and Output. FY 21-22 May use COVID-19 to meet the Activity and Output. FY 22-23 Continue to work on this activity and deliverable. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 18 FY 2019-20 Local PHEP Work Plan, Capability 8, Function 4 PHEP Capabilities Guide pages 80-90 FY 2019-20, thru to 2022-2023 Pan Flu Workplan, Objective 7 FY 21-22 HPP Workplan, Capability 4, Phase 3, Objective 2, Activity 9.10														
	4	LHDs (CRI) will conduct anthrax exercises; TTX, full scale if applicable FY 20-21 May use COVID-19 to meet the Activity and Output. FY 21-22 May use COVID-19 to meet the Activity and Output. FY 22-23 Continue to work on this activity and deliverable. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 18 FY 2019-20 Local PHEP Work Plan, Capability 8, Function 4 PHEP Capabilities Guide pages 80-90 FY 22-23 HPP Workplan Capability 3, Phase 2, Objective 5, Activity 2.2														
	5	LHDs will conduct annual CHEMPACK trainings and exercises, e.g., meetings, drills, workshop, TTX, functional or full-scale with appropriate partners. FY 20-21 Activity and Output waived. FY 21-22 Activity and Output waived. FY 22-23 Continue to work on this activity and deliverable. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 18 FY 2019-20 Local PHEP Work Plan, Capability 8, Function 4 PHEP Capabilities Guide pages 80-90 FY 22-23 HPP Workplan Capability 3, Phase 2, Objective 5, Activity 2.2														
Activities	6															
	7															
	8															

Functions used to guide your planned activities	
	1 Capability 8, F1 Determine medical countermeasures dispensing/administration strategies.
	2 Capability 8, F2 Receive medical countermeasures to be dispensed/administered.
	3 Capability 8, F3 Activate medical countermeasure dispensing/administration operations.
	4 Capability 8, F4 Dispense/administer medical countermeasures to targeted population(s).
	5 Capability 8, F5 Report adverse events.
Outputs from the planned activities	
	1 Implement corrective action plan(s) or improvement plan(s), based on exercise or real event.
	2 Verified site and staff contact list, as a result of submitted exercises and drills. (Activity 1)
	3 Complete PHEP reporting requirements.
	4 FY-24-22 Prepared for MCM activation.
Outputs	5
	6
	7
Notes	1
	2
	3

Domain Activity 2:	Maintain Preparedness Plans Based on Risks	FY 2022-23							FY 2023-24						
		FY 2022-23 Activity Type	Estimated Completion	MY Report		YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	MY Report		YE Report		Notes
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	
Activities	1 LHDs will review and update MCM plans e.g., bioterror and emerging infectious disease. FY 20-21 Option to reduce or pause Activity and Output. FY 21-22 Option to reduce or pause Activity and Output. FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating of plans. Reference: FY 2020-21 Local PHEP Work Plan, Domain 1, Domain Activity 6 CDC NoFO PHEP CDC RFA TP19-1901, page 19-20 FY 2019-20 Local PHEP Work Plan, Capability 8, Function 1, Activity 2 PHEP Capabilities Guide pages 80-84 FY 22-23 HPP Workplan, Capability 4, Phase 1, Objective 1, Activity 3.3														
Activities															
Functions used to guide your planned activities															
	1 Capability 8, F1 Determine medical countermeasure dispensing/administration strategies.														
Outputs from the planned activities															
	1 Implement corrective action plan(s) or improvement plan(s), based on exercise or real event.														
Outputs															
Notes															

Domain Activity 3:	Participate in ORRs and Self Assessment	FY 2022-23						FY 2023-24							
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	
Activities	1	LHDs (CRI) will participate in bi-annual review with CDPH and DSLR. FY 20-21 Activity and Output waived. FY 21-22 Activity and Output Waived. <i>FY 22-23 Continue to work on this activity and deliverable.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 22-23 FY 2019-20 Local PHEP Work Plan, Capability 8, Function 6 PHEP Capabilities Guide pages 80-91													
	2	LHDs (CRI) will complete annual self assessment by June 25, training for the new ORR self assessment system (PORTS). FY 20-21 Activity and Output waived. FY 21-22 Activity and Output waived. <i>FY 22-23 Continue to work on this activity and deliverable.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 22-23 FY 2019-20 Local PHEP Work Plan, Capability 8, Function 6 PHEP Capabilities Guide pages 80-91													
Activities	3														
	4														
	5														
Functions used to guide your planned activities															
	1	Capability 8													
Outputs from the planned activities															
	1	Complete ORR assessment. Complete <i>PORTS</i> Training for new assessment system. (Activity 2)													
	2	Complete CRI reporting requirements.													
Outputs	3														
	4														
	5														
Notes	1														
	2														
	3														

		FY 2022-23					FY 2023-24								
Domain Activity 4:	Submit Updated MCM Action Plans	FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	
Activities	1	LHDs (CRI) will submit MCM action plans at the end of Q1 and Q3. FY 20-21 Option to reduce or pause Activity and Output. FY 21-22 Option to reduce or pause Activity and Output. FY 22-23 Continue to work on this activity and deliverable. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 23-24 FY 2019-20 Local PHEP Work Plan, Capability 8, Function 2, Activities 1-3; Function 4, Activities 1, 4. PHEP Capabilities Guide pages 80-91 FY 22-23 HPP Workplan, Capability 4, Phase 1, Objective 1, Activity 3.3													
	2														
	3														
	4														
Functions used to guide your planned activities															
	1	Capability 8, F2 Receive medical countermeasures to be dispensed/administered.													
	2	Capability 8, F4 Dispense/administer medical countermeasures to targeted populations.													
Outputs from the planned activities															
	1	Submitted MCM action plan. (Activity 1)													
Outputs	2														
	3														
	4														
Notes	1														
	2														
	3														

Domain Activity 5:	Update Local Distribution Site Survey	FY 2022-23						FY 2023-24							
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	
Activities	1	LHDs will review inventory tracking process. FY 20-21 Option to reduce or pause Activity and Output. FY 21-22 Option to reduce or pause Activity and Output. FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating inventory processes. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 23-24 FY 2019-20 Local PHEP Work Plan, Capability 9, Function 1, Activities 1. PHEP Capabilities Guide pages 92-97													
	2	LHDs will train staff on inventory tracking process. FY 21-22 Continue to work on this activity and deliverable. FY 22-23 Continue to work on this activity and deliverable. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 23-24 FY 2019-20 Local PHEP Work Plan, Capability 9, Function 1, Activities 6. PHEP Capabilities Guide pages 92-97													
	3	LHDs will complete and submit CDPH LDS data sheet. FY 20-21 Activity and Output waived. FY 21-22 Activity and Output waived. FY 22-23 Continue to work on this activity and deliverable. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 23-24 FY 2019-20 Local PHEP Work Plan, Capability 9, Function 1, Activities 1-6. PHEP Capabilities Guide pages 92-97													
Activities	4														
	5														
	6														
Functions used to guide your planned activities															
1) Capability 9, F1 Direct and activate medical materiel management and distribution.															
Outputs from the planned activities															
1) Trained inventory management staff. (Activity 2)															
2) Submitted CDPH LDS data sheet. (Activity3)															
3) FY-21-22 Submit inventory list to CDPH by June 30 each FY.															
Outputs	4														
	5														
	6														
Notes	1														
	2														
	3														

		FY 2022-23					FY 2023-24								
Domain Activity 6:	Coordinate Nonpharmaceutical Interventions (NPIs)	FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	
Activities	1 LHDs will coordinate with stakeholders/partners to define procedures, triggers and necessary authorizations to implement NPIs. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating NPI procedures. FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating NPI procedures. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 24 FY 2019-20 Local PHEP Work Plan, Capability 11, Function 1, Activities 1-2; Function 2, Activity 1. PHEP Capabilities Guide pages 112-119 FY 22-23 HPP Workplan, Capability 4, Phase 1 and Phase 3, Surge Annexes (Infectious Disease, Burn Surge, Radiation, and Chemical)														
	2														
	3														
	4														
	Functions used to guide your planned activities														
	1 Capability 11, F1 Engage partners and identify factors that impact nonpharmaceutical interventions.														
	2 Capability 11, F2 Determine nonpharmaceutical interventions.														
	Outputs from the planned activities														
	1 LHDs will have a reviewed and revised isolated quarantine plan and/or NPI plans and policies. (Activity 1)														
Outputs	2														
	3														
	4														
Notes	1														
	2														
	3														

Domain Activity 7:	Support the Protection of Responders Health and Safety	FY 2022-23						FY 2023-24							
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	
Activities	1	Determine exposure prevention measures (e.g. decontamination, evacuation strategies). FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating exposure processes. FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating exposure processes. References: FY 22-23 HPP Workplan, Capability 3, Phase 1, Objective 6, Activity 1.1													
	2	LHD to assist, train, or provide resources necessary to protect public health first responders, critical workforce personnel, and critical infrastructure workforce from hazards during a public health response and recovery. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating training on responder safety and health processes. FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating training on responder safety and health processes. References: FY 22-23 HPP Workplan, Capability 3, Phase 2, Objective 5, Activity 2.2													
Activities	3														
	4														
	5														
Functions used to guide your planned activities															
	1	Capability 14, F1 Identify responder safety and health risks.													
	2	Capability 14, F2 Identify risk-specific responder safety and health training.													
Outputs from the planned activities															
	1	Documentation of trained staff on PPE, MCM, workplace violence, psychological first aid, other resources specific to an emergency that would protect responders. (Activity 2)													
	2	LHDs has updated and reviewed all policies, plans, and procedures related to responder health and safety. (Activity 1)													
Outputs	3														
	4														
	5														
Notes	1														
	2														
	3														

Domain 5: Strengthen Surge Management	
Description:	Surge management is the ability to coordinate jurisdictional partners and stakeholders to ensure adequate public health, health care, and behavioral services and resources are available during events that exceed the limits of the normal public health and medical infrastructure of an affected community. This includes coordinating expansion of access to public health, health care and behavioral services; mobilizing medical and other volunteers as surge personnel; conducting ongoing surveillance and public health assessments at congregate locations; and coordinating with organizations and agencies to provide fatality management services.

1. Known Gaps:

Capability 5:	Fatality Management
Capability 7:	Mass Care
Capability 10:	Medical Surge
Capability 15:	Volunteer Management

2. Classify Activity: Are you Building or Sustaining this Domain?

Outcomes:	<ol style="list-style-type: none"> 1 Efficient coordination of activities to manage public health and medical surge. 2 Optimal coordination of public health, health care, mental/behavioral health, environmental health, and human services needs during mass care operations 3 Improved partnerships to address public health needs during fatality management operations 4 Timely coordination and support from volunteers during a medical surge response
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Domain Activity 1:	Coordinate Activities to Manage Public Health and Medical Surge	FY 2022-23						FY 2023-24						FY 2024-25					
		FY 2022-23		MY Report		YE Report		Notes	FY 2023-24		MY Report		YE Report		Notes	FY 2024-25		MY Report	
		Activity Type	Estimated Completion	Status	Primary Barrier	Status	Primary Barrier		Activity Type	Estimated Completion	Status	Primary Barrier	Status	Primary Barrier		Activity	Estimated Completion	Status	Primary Barrier
Activities	1	LHDs will maintain MHOAC procedures for engaging the health care system and HCC to collect, provide, and receive information to create a shared situational awareness and common operating picture. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 23-24 FY 2019-20 Local PHEP Work Plan, Capability 10, Function 1, Activities 1-6. PHEP Capabilities Guide pages 92-97 FY 22-23 HPP Workplan, Capability 2, Phase 1, Objective 1, Activity 2.1 and 2.2 FY 22-23 HPP Workplan, Capability 1, Phase 1, Objective 2, Activity 2.3																	
	2	LHDs will have or have access to procedures in place to support family reunification. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 23-24 FY 2019-20 Local PHEP Work Plan, Capability 10, Function 3, Activities 3. PHEP Capabilities Guide pages 109-110																	
	3	LHDs will have plans in place that clearly define the public health roles and responsibilities during surge operations and outline procedures on how public health will engage the health care system to provide and receive situational awareness through the surge event. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 23-24 FY 2019-20 Local PHEP Work Plan, Capability 10, Function 1, Activities 1. PHEP Capabilities Guide pages 109-110 FY 22-23 HPP Workplan, Capability 2, Phase 1, Objective 1, Activity 2.2																	
Activities	4																		
	5																		
	6																		
Functions used to guide your planned activities																			
1		Capability 10, F1 Assess the nature and scope of the incident.																	
2		Capability 10, F3 Support jurisdictional medical surge operations.																	
Outputs from the planned activities																			
1		Updated procedures or processes for supporting family reunification. (Activity 2)																	
2		Updated written plans that identify PH's role and responsibilities during surge operations. (Activity 3)																	
3		FY 21-22 MHOAC procedures updated based on Improvement Plans. (Activity 1)																	
Outputs	4																		
	5																		
	6																		
Notes	1																		
	2																		
	3																		

Domain Activity 2:	Coordinate Public Health, Health Care, Mental/Behavioral Health, and Human Services Needs during Mass Care Operations	FY 2022-23						FY 2023-24						FY 2024-25					
		Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2024-25 Activity Type	Estimated Completion	4 MY Report	
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier					
Activities	1	LHDs will maintain their identified support roles during mass care operations. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating public health's role. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating public health's role.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 26 FY 2019-20 Local PHEP Work Plan, Capability 7, Function 1, Activity 1 PHEP Capabilities Guide pages 70-79																	
	2	LHDs should support family reunification, including any special considerations for children as part of their demobilization mass care operations procedures. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating this process. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating this process.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 26 FY 2019-20 Local PHEP Work Plan, Capability 7, Function 4, Activity 3 PHEP Capabilities Guide pages 70-79																	
Activities	3																		
	4																		
	5																		
Functions used to guide your planned activities		1) Capability 7, F1 Determine public health role in mass care operations.																	
Outputs from the planned activities		1) Maintained procedures that identify PH's support role during mass care operations in coordination with partners. (Activity 1) 2) Updated procedures or processes for the support of family reunification during demobilization. (Activity 2)																	
Outputs	3																		
	4																		
	5																		
Notes	1																		
	2																		
	3																		

Domain Activity 3:	Coordinate with Partners to Address Public Health Needs during Fatality Management Operations	FY 2022-23							FY 2023-24							FY 2024-25						
		Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	Activity	Estimated Completion	4 MY Report				
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier			
Activities	1	LHDs will define public health's role in fatality management. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide fatality management partners. FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide fatality management partners. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 26-27 FY 2019-20 Local PHEP Work Plan, Capability 5, Function 1, Activity 2 PHEP Capabilities Guide pages 52-55																				
	2	LHDs will maintain ability to provide recommendations for hazardous specific fatality situations. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating recommendations. FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating recommendations. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 26-27 FY 2019-20 Local PHEP Work Plan, Capability 5, Function 2, Activities 1-2 PHEP Capabilities Guide pages 55-58																				
Activities	3																					
	4																					
Functions used to guide your planned activities																						
	1	Capability 5, F1 Determine the public health agency role in fatality management																				
	2	Capability 5, F2 Identify and facilitate access to public health resources to support fatality management operations																				
Outputs from the planned activities																						
	1	Updated procedures that contain the collection and analysis of incident data.																				
	2	Documentation of Crisis Communication elements identified in exercises, real world incidents and or planned events.																				
Outputs	3																					
	4																					
Notes	1																					
	2																					
	3																					

Domain Activity 4:	Coordinate Medical and Other Volunteers to Support Public Health and Medical Surge	FY 2022-23							FY 2023-24							FY 2024-25						
		Activity Type	Estimated Completion	MY Report		YE Report		Notes	Activity Type	Estimated Completion	MY Report		YE Report		Notes	Activity Type	Estimated Completion	MY Report				
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier			
Activities	1	LHDs will maintain, test/train the Disaster Healthcare Volunteer system (ESAR-VHP) to register and verify credentials of medical volunteers. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating volunteer processes. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating volunteer processes.</i> Reference: FY 21-22 HPP Workplan, Capability 4, Phase 3, Objective 2, Activity 1.1																				
	2	LHDs will develop, refine or maintain written plans that identify the public health role(s) and responsibilities in supporting volunteer management operations. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating public health's role. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating public health's role.</i> Reference: FY 22-23 HPP Workplan, Capability 4, Phase 1, Objective 1, Activity 3.3																				
Activities	3																					
	4																					
	5																					
Functions used to guide your planned activities																						
	1	Capability 15, F1 Recruit, coordinate and train volunteers.																				
Outputs from the planned activities																						
	1	Up-to-date DHV system which includes licensed healthcare professionals. (Activity 1)																				
	2	Updated written plans that identify the PH role and responsibilities in supporting volunteer operations. (Activity 2)																				
Outputs	3																					
	4																					
Notes	1																					
	2																					
	3																					

Required by State Activity 1:	Support HPP Medical Surge Planning	FY 2022-23					FY 2023-24					FY 2024-25				
		FY 2022-23 Activity Type	Estimated Completion	MY Report		Notes	FY 2023-24 Activity Type	Estimated Completion	MY Report		Notes	FY 2024-25 Activity Type	Estimated Completion	MY Report		
				Status	Primary Barrier				Status	Primary Barrier				Status	Primary Barrier	Status
Activities																
1	<p>FY 21-22 LHDs will assist and provide subject matter expertise to the Hospital Preparedness Program's (HPP) development of their Health Care Coalition (HCC) level Response Plan Annex on Infectious Disease Surge. Utilize existing LHD Pandemic Influenza plan for Infectious Disease. Refer to the PHEP Capabilities Guide for a list of stakeholders to include in planning process.</p> <p><i>FY 22-23 Continue to assist in the maintenance, testing and updating of the HCC Infectious Disease Surge Annex.</i></p> <p>References: CDC NoFO PHEP CDC RFA TP19-1901, page 11-12 FY 2019-20 Local PHEP Work Plan, Capability 1, Function 2, Activity 5 PHEP Capabilities Guide, multiple locations, key word search the plan. FY 2019-20, 2020-21 and 2021-2022 Plan Flu Workplan FY 22-23 HPP Workplan, Capability 4, Phase 1, Objective 1, Activity 3.6</p>															
2	<p>FY 21-22 LHDs will assist and provide subject matter expertise to the Hospital Preparedness Program's (HPP) development of their Health Care Coalition (HCC) level Response Plan Annex on Burn Surge. Refer to the PHEP Capabilities Guide for a list of stakeholders to include in planning process.</p> <p><i>FY 22-23 Continue to assist in the maintenance, testing and updating of the HCC Burn Surge Annex.</i></p> <p>References: CDC NoFO PHEP CDC RFA TP19-1901, page 11-12 FY 2019-20 Local PHEP Work Plan, Capability 1, Function 2, Activity 5 PHEP Capabilities Guide, multiple locations, key word search the plan. FY 22-23 HPP Workplan, Capability 4, Phase 1, Objective 1, Activity 3.5</p>															
3	<p>FY 21-22 LHDs will assist and provide subject matter expertise to the Hospital Preparedness Program's (HPP) development of their Health Care Coalition (HCC) level Response Plan Annex on Radiation Surge. Refer to the PHEP Capabilities Guide for a list of stakeholders to include in planning process.</p> <p><i>FY 22-23 Continue to assist in the development of the HCC Radiation Surge Annex.</i></p> <p>References: CDC NoFO PHEP CDC RFA TP19-1901, page 11-12 FY 2019-20 Local PHEP Work Plan, Capability 1, Function 2, Activity 5 PHEP Capabilities Guide, multiple locations, key word search the plan. FY 22-23 HPP Workplan, Capability 4, Phase 1, Objective 1, Activity 3.7 CDPH training on Environmental Health Training in Emergency Response (EHTER) is available, contact: Allison.Wilder@cdph.ca.gov</p>															
4	<p>FY 21-22 LHDs will assist and provide subject matter expertise to the Hospital Preparedness Program's (HPP) development of their Health Care Coalition (HCC) level Response Plan Annex on Chemical Surge. Refer to the PHEP Capabilities Guide for a list of stakeholders to include in planning process.</p> <p><i>FY 22-23 Continue to assist in the development of the HCC Chemical Surge Annex.</i></p> <p>References: CDC NoFO PHEP CDC RFA TP19-1901, page 11-12 FY 2019-20 Local PHEP Work Plan, Capability 1, Function 2, Activity 5 PHEP Capabilities Guide, multiple locations, key word search the plan. FY 22-23 HPP Workplan, Capability 4, Phase 1, Objective 1, Activity 3.8 CDPH training on Environmental Health Training in Emergency Response (EHTER) is available, contact: Allison.Wilder@cdph.ca.gov</p>															
5	<p>FY 21-22 LHDs will review the State's Crisis Standards of Care guidelines.</p> <p><i>FY 22-23 Continue to work on this activity and deliverable.</i></p> <p>Reference: https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/California%20SARS-CoV-2%20Crisis%20Care%20Guidelines%20June%208%202020.pdf</p>															
6	<p>FY 21-22 LHDs will participate in the Statewide Medical Health Exercise of Crisis Standards of Care, date to be announced.</p> <p><i>FY 21-22 This activity was waived. FY 22-23 LHDs will participate in the Statewide Medical Health Exercise of Crisis Standards of Care, date to be announced.</i></p> <p>Reference: CDPH Statewide Medical & Health Exercise. https://www.cdph.ca.gov/Programs/EPO/Pages/swmhe.aspx</p>															
7																
8																
9																
Functions used to guide your planned activities																
1) Capability 10, F3 Support jurisdictional medical surge operations.																
Outputs from the planned activities																
1	FY 21-22 LHD Infectious Disease plan utilized by HCC. (Activity 1)															
2	FY 21-22 LHD provide subject matter expertise to HCCs development of their Burn Surge Annex. (Activity 2)															
3	FY 21-22 LHD provide subject matter expertise to HCCs development of their Radiation Surge Annex. (Activity 3)															

[Local Entity Name]

Domain 6:	Strengthen Biosurveillance
Description:	Biosurveillance is the ability to conduct rapid and accurate laboratory tests to identify biological, chemical, radiological, and nuclear agents; and the ability to identify, discover, locate, and monitor - through active and passive surveillance - threats, disease agents, incidents, outbreaks, and adverse events, and provide relevant information in a timely manner to stakeholders and the public.

1 Known Gaps:	
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Capability 12:	Public Health Laboratory Testing
Capability 13:	Public Health Surveillance and Epidemiological Investigation

2 Classify Activity:	Are you Building or Sustaining this Domain?
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Outcomes:	<ol style="list-style-type: none"> 1 Maintain full ability to conduct rapid and accurate laboratory tests to identify biological agents. 2 Maintain full ability to collect and analyze data for surveillance and epidemiological investigation.
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Domain Activity 1:	Conduct Epidemiological Surveillance and Investigation	FY 2022-23						FY 2023-24							
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	
Activities	1	LHDs will continue to develop, maintain, support, and strengthen surveillance and detection systems and epidemiological processes. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 27-30 Pan Flu Work Plan, utilize immunization registry for epidemiological surveillance FY 2019-20 Local PHEP Work Plan, Capability 13, Function 1, Activities 1, 2 & 9 PHEP Capabilities Guide pages 128-137													
	2	Collaborate to enhance essential surveillance systems. LHDs should enhance the public health information system workforce and advance electronic information exchange. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating surveillance processes. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating surveillance processes.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 27-30 FY 2019-20 Local PHEP Work Plan, Capability 13, Function 1, Activities 3, 4, 5, 6. PHEP Capabilities Guide pages 128-137													
	3	LHDs will identify and have access to personnel trained to manage and monitor routine jurisdictional surveillance, and epidemiological investigation systems, and support surge requirements in response to threats. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide surveillance personnel training. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide surveillance personnel training.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 27-30 FY 2019-20 Local PHEP Work Plan, Capability 13, Function 2, Activity 7. PHEP Capabilities Guide pages 128-137													

4	<p>LHDs will have a process in place to establish partnerships, conduct investigations, and share information with other governmental agencies, partners, and organizations.</p> <p>FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes.</p> <p><i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes.</i></p> <p>Reference: <i>CDC NoFO PHEP CDC RFA TP19-1901, page 27-30</i> <i>FY 2019-20 Local PHEP Work Plan, Capability 13, Function 1, Activities 7; Function 2, Activities 2 & 3.</i> <i>PHEP Capabilities Guide pages 128-137</i></p>												
5	<p>LHDs will evaluate effectiveness of public health surveillance and epidemiological investigation processes and systems.</p> <p>FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes and systems.</p> <p><i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating processes and systems.</i></p>												
6	<p>LHDs whose jurisdictional border is shared with Mexico, will conduct border health surveillance activities.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating surveillance processes.</i></p> <p>Reference: <i>CDC NoFO PHEP CDC RFA TP19-1901, page 27-30</i> <i>FY 2019-20 Local PHEP Work Plan, Capability 13, Function 1, Activity 7.</i> <i>PHEP Capabilities Guide pages 128-137</i></p>												
7	<p>LHDs will implement process(es) for using poison control center data for public health surveillance.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable.</i></p> <p>Reference: <i>CDC NoFO PHEP CDC RFA TP19-1901, page 27-30</i> <i>FY 2019-20 Local PHEP Work Plan, Capability 13, Function 1, Activity 8.</i> <i>PHEP Capabilities Guide pages 128-137</i></p> <p>For more details regarding how Poison Control can assist please contact SEHeard@CalPoison.org.</p>												

	8	LHDs will maintain access to electronic death registration (EDR) systems. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating this processes. <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating this processes.</i> Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 27-30 FY 2019-20 Local PHEP Work Plan, Capability 13, Function 3, Activity 2. PHEP Capabilities Guide pages 128-137																		
Activities	9																			
	10																			
	11																			
Functions used to guide your planned activities																				
	1	Capability 13, F1 Conduct or support public health surveillance.																		
	2	Capability 13, F2 Conduct public health surveillance and epidemiological investigations.																		
	3	Capability 13, F3 Recommend, monitor and analyze mitigation actions.																		
		Capability 13, F4 Improve public health surveillance and epidemiological investigation systems.																		
Outputs from the planned activities																				
	1	Documentation of surveillance and detection systems. (Activity 1)																		
	2	Documentation of access to trained personnel. (Activity 3)																		
	3	Documentation of evaluation of effectiveness. (Activity 5)																		
	4	Documentation of processes for partnering with poison control. (Activity 7)																		
	5	FY 24-22 Enhanced early detection of potential public health threats. (Activity 2)																		
	6	FY 24-22 LHDs that have border points of entry, enhanced early detection of potential public health threats entering the State. (Activity 6)																		
Outputs	7																			
	8																			
	9																			
Notes	1																			
	2																			
	3																			

Domain Activity 2:	Conduct Laboratory Testing	FY 2022-23						FY 2023-24							
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	
Activities	1	LHDs, whose jurisdiction includes a LRN-B Lab, will meet LRN-B proficiency testing (PT) requirements. This is a PHEP Benchmark. FY 21-22 Continue to work on this activity and deliverable. FY 22-23 Continue to work on this activity and deliverable. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 30-35 FY 2019-20 Local PHEP Work Plan, Capability 12, Function 1, Activities 1 & 4. PHEP Capabilities Guide pages 120-127													
	2	LHDs, whose jurisdiction includes a LRN-B Lab, will meet or sustain standard reference laboratory requirements as appropriate. FY 21-22 Continue to work on this activity and deliverable. FY 22-23 Continue to work on this activity and deliverable. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 30-35 FY 2019-20 Local PHEP Work Plan, Capability 12, Function 1, Activities 1 & 4. PHEP Capabilities Guide pages 120-127													
	3	LHDs, whose jurisdiction includes a LRN-B Lab, should have the ability to expeditiously transport, test and report threat samples with 24 hours. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating these processes. FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating these processes. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 30-35 FY 2019-20 Local PHEP Work Plan, Capability 12, Function 1, Activities 4 & 12. PHEP Capabilities Guide pages 120-127													
	4	LHDs, whose jurisdiction includes a LRN-B Lab, will ensure there are established partnerships and processes for addressing joint investigations of intentional public health threats or incidents between the appropriate authorities. FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating these processes. FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating these processes. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 30-35 FY 2019-20 Local PHEP Work Plan, Capability 12, Function 1, Activity 5. PHEP Capabilities Guide pages 120-127													
	5	LHDs, whose jurisdiction includes a LRN-B Lab, must maintain a list of sentinel laboratories with current contact information and engage sentinel laboratories utilizing contact drills to support the detection of emerging infectious diseases (EIDs). FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating these processes. Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 30-35 FY 2019-20 Local PHEP Work Plan, Capability 12, Function 1, Activity 10. PHEP Capabilities Guide pages 120-127													

6	<p>Maintain staffing and equipment requirements. LHDs, whose jurisdiction includes a LRN-B Lab, must ensure the LRN-B standard laboratory checklist requirements are met.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable.</i></p> <p>Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 30-35 FY 2019-20 Local PHEP Work Plan, Capability 12, Function 1, Activity 9.</p>																			
7	<p>LHDs, whose jurisdiction includes a public health lab, will maintain a current laboratory COOP plan to ensure the ability to conduct ongoing testing for routine and emerging public health threats and exercise their laboratory COOP plan at least once every five years.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating the COOP.</i></p> <p>Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 30-35 FY 2019-20 Local PHEP Work Plan, Capability 12, Function 1, Activity 7. PHEP Capabilities Guide pages 120-127</p>																			
8	<p>LHDs, whose jurisdiction includes a public health lab, will maintain certification for packaging and shipping.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable.</i> <i>FY 22-23 Continue to work on this activity and deliverable.</i></p> <p>Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 30-35 FY 2019-20 Local PHEP Work Plan, Capability 12, Function 1, Activity 11. PHEP Capabilities Guide pages 120-127</p>																			
9	<p>LHDs, whose jurisdiction includes a public health lab, will maintain lab workforce for surge capacity, preventative maintenance agreements and standard laboratory checklist requirements for staffing and equipment.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating lab staffing.</i> <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating lab staffing.</i></p> <p>Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 30-35 FY 2019-20 Local PHEP Work Plan, Capability 12, Function 1, Activity 9. PHEP Capabilities Guide pages 120-127</p>																			
10	<p>LHDs, whose jurisdiction includes a public health lab, will continue to submit data to CalREDIE.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable.</i></p> <p>Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 30-35 FY 2019-20 Local PHEP Work Plan, Capability 12, Function 1, Activity 9. PHEP Capabilities Guide pages 120-127</p>																			
11	<p>LHDs, without a public health lab, will maintain a contract with a local public health lab for testing, packaging, shipping and coordination of sample transport.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating these processes.</i> <i>FY 22-23 Continue to work on this activity and deliverable. Utilize COVID-19 activities, as appropriate, to inform and guide updating these processes.</i></p> <p>Reference: CDC NoFO PHEP CDC RFA TP19-1901, page 30-35 PHEP Capabilities Guide pages 120-127</p>																			
Activities	12																			
	13																			
	14																			

Functions used to guide your planned activities	
	1 Capability 12, F1 Conduct laboratory testing and report results.
	2 Capability 12, F2 Enhance laboratory communications and coordination.
	3 Capability 12, F3 Support training and outreach.
Outputs from the planned activities	
	1 Maintain a local public health lab or contract with a local public health lab for testing, packaging, shipping and coordination of sample transport.
	2 Maintain CDC Federal Select Agents Program (FSAP) certification for select agent testing as appropriate.
	3 Maintain packaging and shipping certifications. (Activity 8)
	4 Contract or MOU with a public health lab. (Activity 11)
	5 Public Health labs maintain and/or update the COOP. (Activity 7)
	6 Maintain staffing and equipment as appropriate. (Activity 6)
	7 FY-24-22 LRN-B Lab maintained.
	8 FY-24-22 Enhanced coordination with appropriate authorities. (Activity 4)
	9 FY-24-22 A process for maintaining lab functionality during a surge. (Activity 9)
	10 FY-24-22 A process for submitting data to CalREDIE. (Activity 10)
	11 FY-24-22 Sentinel laboratories current contacts and contact drills. (Activity 5)
Outputs	12
	13
	14
Notes	
	1
	2
	3

Application	Definitions
Known Gaps¹	
Known Gaps	Enter gaps identified from jurisdictional Capabilities Planning Guide (CPGs) survey, trainings, exercises, real events, after action reports and/or improvement plans that you want <u>to resolve during the fiscal year</u> .
Classify Activity²	
Sustain	A capability is built and ready for an emergency and/or disaster. Sustainment is working through the preparedness cycle; train, exercise, evaluate and improve in order to retain the ability and improve based on current jurisdictional hazards.
Build	A capability is incomplete. Building activities include research, development, identifying key partners and stakeholders, establishing relationships, defining roles, responsibilities, draft, public comment, etc..
Fiscal Year (FY) Activity³	
Plan/Develop	Strategic and operational planning establishes priorities, identifies expected levels of performance and capability requirements, provides the standard for assessing capabilities and helps stakeholders learn their roles. The planning elements identify what an organization's Standard Operating Procedures (SOPs) or Emergency Operations Plans (EOPs) should include for ensuring that contingencies are in place for delivering the capability during a large-scale disaster.
Organize/Equip	Organizing and equipping include identifying what competencies and skill sets people should possess and ensuring an organization has the correct personnel. Additionally, it includes identifying and acquiring standard equipment an organization may need to use in times of emergency.
Train	Training with the knowledge, skills, and abilities needed to perform key tasks required during a specific emergency situation.
Exercise	Exercises enable entities to identify strengths and incorporate them within best practices to sustain and enhance existing capabilities. They also provide an objective assessment of gaps and shortfalls within plans, policies and procedures to address areas for improvement prior to a real-world incident. Exercises help clarify roles and responsibilities among different entities, improve inter-agency coordination and communications and identify needed resources and opportunities for improvement.
Evaluate/Improve	Quality improvement thru after action Reports (AARs), collecting lessons learned, develop improvement plans, and track corrective actions to address gaps and deficiencies identified in exercises or real-world events to continuously improve and strengthen preparedness.
Updating	Modernize, make current and/or include the most recent information.
Not Applicable	Does not apply my jurisdiction. For example, a Public Health Lab, non CRI etc.
Estimated Completion³	
This fiscal year by Q2	The activity will be complete by the end of the second quarter of the fiscal year.
This fiscal year by Q4	The activity will be complete by the end of the fourth quarter of the fiscal year.
Continuous	The activity occurs throughout the year.
Out year	Not working on the activity this fiscal year, it will be addressed in the future.

Reporting

Status⁴⁻⁵

Complete	The Activity has been fully executed/in place to satisfy all requirements.
In progress, on schedule	This Activity is work in progress and will be completed by the Estimated Completion time.
In progress, off schedule	This Activity is work in progress and will not be completed/late by the Estimated Completion time.
Not Started	No work has been done on this Activity.
Canceled	This activity will not be finished/completed this FY.

Primary Barrier⁴⁻⁵

None	No barriers to completing this Activity and corresponding Outputs.
Lack of Funding	In sufficient funding to complete this Activity and corresponding Outputs.
Lack of Personnel	In sufficient staff or subject matter experts to complete this Activity and corresponding Outputs.
Administrative	Jurisdictional administrative processes delayed and/or pushed back the the next FY this Activity.
Time Constraint	Various factors limited the amount of time needed to complete this Activity. A few example, deadlines, workload, and resc
Waiting on EPO	Waiting on EPO to provide materials, resources or guidelines that impedes completion of this Activity.
Real Event	Jurisdiction
Other, provide in the <i>Notes</i> section.	Add additional information in the Notes section of this Activity.



California Department of Public Health
Emergency Preparedness Office

Date:

FY 2022-23 to FY 2026-27
Local Health Department Work Plan for
Hospital Preparedness Program (HPP)
and the Health Care Coalition

[Local Entity Name]

Region:

Population size:

DRAFT

[Local Entity Name]

This is a short list that includes requirements, a checklist and clarifications for the Hospital Preparedness Program (HPP) funding. This list is not exhaustive, HCCs are required to study the HPP Capability Guide and HPP Performance Measures and therein

HPP Performance Measures Implementation Guides

Link: <https://www.phe.gov/Preparedness/planning/hpp/reports/Documents/hpp-pmi-guidance-2017.pdf>

Link: <https://www.phe.gov/Preparedness/planning/hpp/reports/pmi-guidance-2019-2023/Pages/default.aspx>

Pages 90-96 in the 2019-2023 HPP Performance Measures Implementation Guide contain a crosswalk of performance measures to HPP Workplan activities.

HPP Capability Guide

Link: <https://www.phe.gov/Preparedness/planning/hpp/reports/Documents/2017-2022-healthcare-pr-capabilities.pdf>

HPP Coalition Assessment Tool (CAT)

HPP Performance Measures are reported in the Coalition Assessment Tool (CAT) and to CDPH. CDPH will utilize information in the CAT to meet CDPH's required HPP reporting. CDPH will require HCCs to provide required deliverables and data that are not contained in the CAT. If you need to update your CAT point of contact and access, use the email provided below.

Link: <https://HPPCAT.hhs.gov>

Email: CAT@HHS.gov

Requirement

HPP-PHEP-EMA Joint Exercise: **Select** from the dropdown menu the year of the exercise. This exercise must be a standalone functional or full scale joint exercise once every five years (rolling five years). This exercise **must** include a surge of patients into the health care system. [FY 2021-22 HPP Funding Opportunity Announcement, page 16.](#)

Pediatric Surge Care Annex, Exercise: **Select** from the dropdown menu the year of the exercise. This exercise must be completed within five-years (FY 2019-20 to FY 2023-24) via a real event, tabletop or discussion exercise format. [See Capability 4, Phase 3, Objective 2, Activity 4.6.](#)

Radiation Emergency Surge Annex, Exercise: **Select** from the dropdown menu the year of the exercise if selected over the Chemical Emergency Surge Annex exercise. This exercise must be completed within five-years (FY 2019-20 to FY 2023-24) via a real event, tabletop or discussion exercise format. [See Capability 4, Phase 3, Objective 2, Activity 5.7.](#)

↑ or ↓

(Radiation or Chemical Exercise)

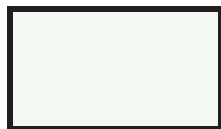
Chemical Emergency Surge Annex, Exercise: **Select** from the dropdown menu the year of the exercise if selected over the Radiation Emergency Surge Annex exercise. This exercise must be completed within five-years (FY 2019-20 to FY 2023-24) via a real event, tabletop or discussion exercise format. [See Capability 4, Phase 3, Objective 2, Activity 5.8.](#)

Burn Surge Annex, Exercise: **Select** from the dropdown menu the year of the exercise. This exercise must be completed within five-years (FY 2019-20 to FY 2023-24) via a real event, tabletop or discussion exercise format. [See Capability 4, Phase 3, Objective 2, Activity 6.9.](#)

Infectious Disease Preparedness and Surge Annex, Exercise: **Select** from the dropdown menu the year of the exercise. This exercise must be completed within five-years (FY 2019-20 to FY 2023-24) via a real event, tabletop or discussion exercise format. [See Capability 4, Phase 3, Objective 2, Activity 9.10](#)

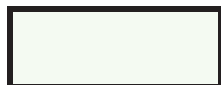
FY 2022-23

Participate in State Wide Medical Health Exercise of Crisis Standards of Care CONOPS. [See Capability 4, Phase 3, Objective 1, Activity 3.1.](#)



Provide a current inventory: **Select** which quarter to provide the list of all HCC resources purchased in the previous fiscal year that would be utilized during an exercise or real event each year to CDPH. *State Site Visit/State Audit requirement.*

Checklist



Performance Measure 4: Complete HCC member updates, **in CDPH template** by the due date.



Performance Measure 6: Other Exercise Requirements **within the CAT**, Exercise Tool report exercise dates and complete a datasheet for all required exercises.



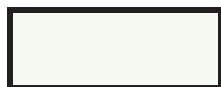
Performance Measure 9: Complete Jurisdictional Risk Assessment Survey **provided by CDPH** by the due date.



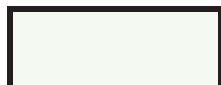
Performance Measure 10: After Action Reporting (AAR) and Improvement Planning (IP) Matrix, complete **within the CAT** within the Exercise Tool.



Performance Measures 12 & 13: Redundant Communications Drills 1 & 2, **enter data into the CAT**. The second drill must be six months after the first.



Capability Assessments must be completed **within the CAT** before the end of year due date.



Performance Measure HPP-PHEP J.1, Information Sharing: Report Essential Elements of Information (EEl)s, situation reporting, **to CDPH** as requested during exercises and real events.



CAHAN Communication Drills, quarterly.



Disaster Health Volunteers (DHV) Program must be maintained annually. *See Capability 4, Phase 3, Objective 2, Activity 1.1*

Clarifications

Performance Measure 22: This is a Hospital performance measure collected by the Emergency Medical Services for Children (EMSC). This should align with your Pediatric Surge Annex.

Performance Measure HPP-PHEP J.2, Volunteers: This is a State level performance measure.

Performance Measures 23-28: Annual Hospital Surge Test (HST) in the CAT within the Exercise Tool. **Only complete if**, you have a hospital that is in a Frontier and Remote Area (FAR) level four. <https://www.ers.usda.gov/data-products/frontier-and-remote-area-codes/>

HCC Exercise with an FCC to participate in the NDMS patient movement in the CAT within the Exercise Tool. **Only complete if**, you have a Federal Coordination Center (FCC) in your jurisdiction. <https://asprtracie.hhs.gov/technical-resources/resource/5622/national-disaster-medical-system-federal-coordinating-center-guide>

If there is a difference between the Performance Measures and HPP Funding Opportunity Announcement (FOA), the most current requirement is listed in this work plan, at this point in time it is based on the Performance Measures Implementation Guide 2019-2023.

[Local Entity Name]

Capability 1:	Foundation for Health Care and Medical Readiness
Goal:	The community's health care organizations and other stakeholders – coordinated through a sustainable Health Care Coalition (HCC) – have strong relationships, identify hazards and risks, and prioritize and address gaps through planning, training, and managing resources.

1 Known Gaps:	
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2 Classify Activity:		<i>Are you Building or Sustaining this Capability?</i>
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PHASE 1: Plan and Prepare

3 FY 2022-23

Objective 1	Establish and Operationalize a Health Care Coalition (HCC)	FY 2022-23 Activity Type
Activity 2	Identify HCC Members	
	<p>1 HCCs will annually provide a listing of all core members and additional coalition members. EPO will provide a template with instructions and a due date in Q1.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 46 FY 2019-20 Local HPP Work Plan, Capability 1, Objective 1, Activity 1 2017-2022 Health Care Preparedness and Response Capabilities, page 11-12 2017-2022 Hospital Preparedness Program, Performance Measures, Performance Measure 3, page 11-12 2019-2023 HPP Performance Measures Implementation Guidance</p>	

	<p>2 Core HCC members should be represented at all HCC meetings, virtually or in-person. Core members should sign all HCC-related documentation and participate in all HCC exercises.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 46</i> <i>FY 2019-20 Local HPP Work Plan, Capability 1, Objective 1, Activity 1</i> <i>2017-2022 health Care Preparedness and Response Capabilities, page 11-12</i> <i>2017-2022 Hospital Preparedness Program, Performance Measures, Performance Measure 3, 4 and 5, page 11-16</i> <i>2019-2023 HPP Performance Measures Implementation Guidance</i></p>	
<p>Activity 3</p>	<p>Establish HCC Governance</p>	
	<p>3 HCCs will maintain engagement with the Clinical Advisor. <i>Include this position in your HPP Budget.</i></p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 48-49</i> <i>FY 2019-20 Local HPP Work Plan, Capability 1, Objective 1, Activity 7 and 8</i> <i>2017-2022 health Care Preparedness and Response Capabilities, page 11-12</i> <i>Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov</i></p>	

	4	HCCs will continue to maintain a HCC Readiness and Response Coordinator. <i>Include this position in your HPP Budget.</i> <i>FY 21-22 Continue to work on this activity and deliverable and report.</i> Reference: ASPR HPP FOA EP-U3R-19-001, pages 48-49 FY 2019-20 Local HPP Work Plan, Capability 1, Objective 1, Activity 7 and 9 2017-2022 health Care Preparedness and Response Capabilities, page 11-12 Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov	
Activities	5		
	6		
	7		
Outputs from the planned activities			
	1	Provide a listing of all core and additional coalition members in Q1 (Activity 2.1).	
	2	Provide an agenda and sign-in sheets from HCC meetings and trainings (Activity 2.2).	
Outputs	3		
	4		
	5		
Notes	1		
	2		
	3		

		3 FY 2022-23
Objective 2	Identify Risks and Needs	FY 2022-23 Activity Type
Activity 1	Assess Hazard Vulnerability and Risks	
1	<p>HCCs will continue to annually update their Hazard Vulnerability Assessment (HVA).</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 49-50 FY 2019-20 Local HPP Work Plan, Capability 1, Objective 1, Activity 3 2017-2022 Health Care Preparedness and Response Capabilities, page 13-14 ASPR TRACIE: https://asprtracie.hhs.gov/technical-resources/3/hazard-vulnerability-risk-assessment/1 FY 21-22 PHEP Workplan, Domain 1, Domain Activity 6, Activity 1</p>	
2	<p>HCC funded projects must go toward a risk(s) identified in the HVA, identified gap(s), and/or corrective actions. Utilize "Known Gaps" at the beginning of each Capability in this work plan. Upload work plan and budget into the CAT 30 days after award.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 49 FY 2019-20 Local HPP Work Plan, Capability 1, Objective 1, Activity 5, 10 2017-2022 Health Care Preparedness and Response Capabilities, page 13-14 Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov</p>	
Activity 2	Assess Regional Health Care Resources	

	<p>3 HCCs will continue to annually update and maintain a resource inventory assessment to identify health care resources and services at the jurisdictional level and have available for the RDMHS.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 50</i> <i>FY 2019-20 Local HPP Work Plan, Capability 1, Objective 1, Activity 4</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 14-15</i> <i>FY 21-22 PHEP Workplan, Domain 5, Domain Activity 1, Activity 1</i></p>	
<p>Activity 4</p>	<p>Assess Community Planning for Children, Pregnant Women, Seniors, Individuals with Access and Functional Needs, People with Disabilities, and Others with Unique Needs</p>	
	<p>4 HCCs will continue to annually assess community planning for at risk populations.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 50-51</i> <i>FY 2019-20 Local HPP Work Plan, Capability 1, Objective 2, Activity 1</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 15</i> <i>FY 21-22 PHEP Workplan, Domain 1, Domain Activity 3, Activity 1 and Activity 2</i></p>	
<p>Activities</p>	<p>5</p>	
	<p>6</p>	
	<p>7</p>	
<p>Outputs from the planned activities</p>		
	<p>1 HCCs will have an updated HVA by June 30 (Activity 1.1).</p>	
	<p>2 HCCs will have HPP Work Plan and Budget into the CAT within 30 days of award (Activity 1.2).</p>	

	3	HCCs will have an updated inventory list available upon request (Activity 2).
Outputs	4	
	5	
	6	
Notes	1	
	2	
	3	

		3 FY 2022-23
Objective 3	Develop a HCC Preparedness Plan	
Activity 1	FY 2022-23 Activity Type	
1	<p>HCCs will continue to update and maintain their Preparedness Plan.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 51-52 FY 2019-20 Local HPP Work Plan, Capability 1, Objective 1, Activity 6 2017-2022 Health Care Preparedness and Response Capabilities, page 17-18 2017-2022 Hospital Preparedness Program, Performance Measures, Performance Measure 4, page 13-14 Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov</p>	
Activities	2	
	3	
	4	
Outputs from the planned activities		
	1	HCCs will have an updated Preparedness Plan by June 30 (Activity 1).
Outputs	2	
	3	
	4	
Notes	1	
	2	
	3	

		3 FY 2022-23
Objective 5	Ensure Preparedness is Sustainable	FY 2022-23 Activity Type
Activity 3	Engage Clinicians	
	<p>1 HCCs will continue to engage health care executives, clinicians, community leaders, and tribal representatives in debriefs/hot washes.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 52-53 FY 2019-20 Local HPP Work Plan, Capability 1, Objective 5, Activity 2 2017-2022 Health Care Preparedness and Response Capabilities, page 23-24 FY 21-22 PHEP Workplan, Domain 1, Domain Activity 4, Activity 1</p>	
Activity 4	Engage Community Leaders	
	<p>2 HCCs will continue to engage community leaders, organizations, and the media in exercises to promote resilience of the entire community.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 52-53 FY 2019-20 Local HPP Work Plan, Capability 1, Objective 5, Activities 1-2 2017-2022 Health Care Preparedness and Response Capabilities, page 23-24</p>	
Activity 5	Promote Sustainability of HCC	

	3	HCCs will continue to promote sustainability of HCC by considering cost share with other organizations with similar requirements and leverage group buying power. <i>FY 21-22 Continue to work on this activity and deliverable and report.</i> Reference: ASPR HPP FOA EP-U3R-19-001, pages 53-54 FY 2019-20 Local HPP Work Plan, Capability 1, Objective 5, Activities 1 and 3 2017-2022 Health Care Preparedness and Response Capabilities, page 24	
Activities	4		
	5		
	6		
Outputs from the planned activities			
	1	HCCs will provide documentation of engagement (Activity 3.1 & Activity 4.2).	
Outputs	2		
	3		
	4		
Notes	1		
	2		
	3		

PHASE 2: Train and Equip

PHASE 2: Train and Equip		3 FY 2022-23
Objective 4	Train and Prepare the Health Care and Medical Workforce	FY 2022-23 Activity Type
Activity 1	Promote Role-Appropriate NIMS Implementation	
1	<p>HCCs will continue to promote role-appropriate National Incident Management System (NIMS) and Standardized Emergency Management System (SEMS) trainings.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 54 FY 2019-20 Local HPP Work Plan, Capability 1, Objective 4, Activity 1 2017-2022 Health Care Preparedness and Response Capabilities, page 19</p>	
Activity 2	Educate and Train on Identified Preparedness and Response Gaps	
2	<p>HCCs will continue to provide trainings based on risks, resource gaps, deliverables and corrective actions. HCCs will upload a list of planned training activities within 30 days of award.</p> <p><i>FY 20-21 Waived.</i></p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 54 FY 2019-20 Local HPP Work Plan, Capability 1, Objective 4, Activity 1 2017-2022 Health Care Preparedness and Response Capabilities, page 19 FY 21-22 PHEP Workplan, Domain 1, Domain Activity 6, Activity 2 FY 21-22 PHEP Workplan Domain 2, Domain Activity 1, Activity 2</p>	
Activities	3	
	4	
	5	

Outputs from the planned activities		
	1	HCCs will upload a list of planned training activities within 30 days of award (Activity 2.2).
Outputs	2	
	3	
	4	
Notes	1	
	2	
	3	

PHASE 3: Exercise and Respond

PHASE 3: Exercise and Respond		3 FY 2022-23
Objective 4	Train and Prepare the Health Care and Medical Work Force	FY 2022-23 Activity Type
Activity 3	Plan and Conduct Coordinated Exercises with HCC Members and Other Response Organizations	
	1 HPP, PHEP and all HCCs will participate in the annual Statewide Medical Health Exercise (SWMHE). <i>FY 20-21 Canceled.</i> <i>FY 21-22 Canceled.</i> Reference: ASPR HPP FOA EP-U3R-19-001, pages 55 FY 2019-20 Local HPP Work Plan, Capability 1, Objective 4, Activity 3 and 5 2017-2022 Health Care Preparedness and Response Capabilities, page 20-21 FY 21-22 PHEP Workplan, Domain 1, Domain Activity 2, Activity 2	
Activities	2	
	3	
	4	
Outputs from the planned activities		
	1 HCCs will provide after action reports (AARs) and improvement plans (IPs) (Activity3.1).	
Outputs	2	
	3	
	4	
Notes	1	
	2	
	3	

Health Care Coalition –
 Planning, exercising, and

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

[Local Entity Name]

Capability 2:	Health Care and Medical Response Coordination
Goal:	Health care organizations, the HCC, their jurisdiction(s), and the state's/jurisdiction's ESF-8 lead agency collaborate to share and analyze information, manage and share resources, and coordinate strategies to care to all populations during emergencies and planned events.

1 Known Gaps:	
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2 Classify Activity:	<input type="checkbox"/>	<i>Are you Building or Sustaining this Capability?</i>
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PHASE 1: Plan and Prepare

PHASE 1: Plan and Prepare		3 FY 2022-23
Objective 1	Develop and Coordinate Health Care Organization and HCC Response Plans	FY 2022-23 Activity Type
Activity 2	Develop a HCC Response Plan	
1	<p>HCCs, in coordination with PHEP, will review and update their Response Plan annually and upload into the CAT.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 56-57 FY 2019-20 Local HPP Work Plan, Capability 2, Objective 1, Activity 2 2017-2022 Health Care Preparedness and Response Capabilities, page 27-28 2017-2022 Hospital Preparedness Program, Performance Measures, Performance Measure 5, page 15-16 Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov FY 21-22 PHEP Workplan, Domain 1, Domain Activity 5, Activity 1 FY 21-22 PHEP Workplan, Domain 1, Domain Activity 6, Activity 1 FY 21-22 PHEP Workplan, Domain 5, Domain Activity 1, Activity 1 2019-2023 HPP Performance Measures Implementation Guidance</p>	

	<p>2 HCCs, in coordination with PHEP, will update and maintain current operational roles, situational awareness, information sharing and resource management in their Response Plan annually.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 57</i> <i>FY 2019-20 Local HPP Work Plan, Capability 2, Objective 1, Activity 2</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 27-28</i> <i>2017-2022 Hospital Preparedness Program, Performance Measures, Performance Measure 5, page 15-16</i> <i>FY 21-22 PHEP Workplan, Domain 1, Domain Activity 5, Activity 1</i> <i>FY 21-22 PHEP Workplan, Domain 5, Domain Activity 1, Activity 1</i> <i>FY 21-22 PHEP Workplan, Domain 5, Domain Activity 1, Activity 3</i> <i>2019-2023 HPP Performance Measures Implementation Guidance</i></p>	
	<p>3 HCCs will continue to participate with PHEP to update and maintain the jurisdictions All Hazards Preparedness and Response Plan annually.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 57</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 27-28</i> <i>FY 21-22 PHEP Workplan, Domain 1, Domain Activity 5, Activity 1</i> <i>FY 21-22 PHEP Workplan, Domain 1, Domain Activity 6, Activity 1</i> <i>2019-2023 HPP Performance Measures Implementation Guidance</i></p>	
Activities	4	
	5	
	6	
Outputs from the planned activities		
	1 HCCs will have an updated Response Plan by June 30 (Activity 2.1, 2.2, 2.3).	
Outputs	2	

		3 FY 2022-23
Objective 2	Utilize Information Sharing Processes and Platforms	FY 2022-23 Activity Type
Activity 1	Develop Information Sharing Procedures	
1	<p>HCCs will continue to update their essential elements of information (EEl)s in their Response Plan, annually.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 58</i> <i>FY 2019-20 Local HPP Work Plan, Capability 2, Objective 2, Activities 3 and 5</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 28</i> <i>2019-2023 HPP Performance Measures Implementation Guidance</i></p>	
2	<p>HCCs, in coordination with PHEP, will annually maintain ability to access timely, relevant, and actionable information about their members during emergencies by June 30, 2021.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 58</i> <i>FY 2019-20 Local HPP Work Plan, Capability 2, Objective 2, Activities 1-2</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 28-29</i> <i>FY 21-22 PHEP Workplan, Domain 3, Domain Activity 2, Activity 1</i> <i>FY 21-22 Pan Flu Workplan, Objective 3</i></p>	

	3	<p>HCCs will identify reliable, resilient, interoperable, and redundant information and communication systems and platforms, including those for bed availability and patient tracking, and provide access to HCC members and other stakeholders.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 58</i> <i>FY 2019-20 Local HPP Work Plan, Capability 2, Objective 2, Activities 1-2</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 29</i> <i>FY 21-22 PHEP Workplan, Domain 3, Domain Activity 2, Activity 1</i> <i>FY 21-22 Pan Flu Workplan, Objective 3</i> <i>2019-2023 HPP Performance Measures Implementation Guidance</i></p>	
Activities	4		
	5		
	6		
Outputs from the planned activities			
	1	HCCs Response Plan will include updated EEIs annually (Activity 1.1).	
	2	HCCs will have proof of participation in information sharing exercises (Activity 1.3).	
Outputs	3		
	4		
	5		
Notes	1		
	2		
	3		

PHASE 2: Train and Equip

3 FY 2022-23

Objective 3	Coordinate Response Strategy, Resources, and Communications	FY 2022-23 Activity Type
Activity 4	Communicate with the Public During an Emergency	
	<p>1 HCCs, in coordination with PHEP, will provide public information officer (PIO) training to those who are designated to act in that capacity during an emergency and for HCC members in need of such training, annually by June 30, 2022. This training should include Crisis and Emergency Risk Communication (CERC) training.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 59 FY 2019-20 Local HPP Work Plan, Capability 2, Objective 3, Activities 4 2017-2022 Health Care Preparedness and Response Capabilities, page 31</p>	
Activities	2	
	3	
	4	
Outputs from the planned activities		
	1 HCCs will provide a list of participants and an agenda for each completed training (Activity 4).	
Outputs	2	
	3	
	4	
Notes	1	
	2	
	3	

PHASE 3: Exercise and Respond		3 FY 2022-23
Objective 3	Coordinate Response Strategy, Resources, and Communications	FY 2022-23 Activity Type
Activity 1	Identify and Coordinate Resource Needs during an Emergency	
1	<p>HCCs will continue to share information and coordination activities with HCC members, and HCC members will have access to information sharing platforms, annually.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 59</i> <i>FY 2019-20 Local HPP Work Plan, Capability 2, Objective 3, Activities 3</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 29-31</i></p>	
Activity 2	Coordinate Incident Action Planning During an Emergency	
2	<p>HCCs, in coordination with PHEP, will continue to maintain the ability to coordinate incident action planning during a real event/exercise as reflected in applicable plans, annually.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 59</i> <i>FY 2019-20 Local HPP Work Plan, Capability 2, Objective 3, Activity 2</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 30</i> <i>FY 21-22 PHEP Workplan, Domain 1, Domain Activity 2, Activity 1</i></p>	
Activity 3	Communicate with Health Care Providers, Non-Clinical Staff, Patients, and Visitors during an Emergency.	

	3	<p>HCCs will assist their members with developing the ability to rapidly alert and notify their employees, patients and visitors to provide situational awareness, protect their health and safety and facilitate provider-to-provider communication annually by June 30, 2022.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 60</i> <i>FY 2019-20 Local HPP Work Plan, Capability 2, Objective 3, Activity 3</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 30-31</i> <i>FY 21-22 PHEP Workplan, Domain 3, Domain Activity 3, Activity 1</i> <i>FY 21-22 Pan Flu Workplan, Objective 3</i></p>	
Activities	4		
	5		
	6		
Outputs from the planned activities			
	1	HCCs will provide a copy of an incident action plan upon request (Activity 2.2).	
Outputs	2		
	3		
	4		
Notes	1		
	2		
	3		

plan and
deliver medical

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

[Local Entity Name]

Capability 3:	Continuity of Health Care Service Delivery
Goal:	Health care organizations, with support from the HCC and the state’s/jurisdiction’s ESF-8 lead agency uninterrupted, optimal medical care to all populations in the face of damaged or disabled health care i Health care workers are well-trained, well-educated, and well-equipped to care for patients during em Simultaneous response and recovery operations result in a return to normal or, ideally, improved ope

1 Known Gaps:	
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2 Classify Activity:	<input type="checkbox"/> Are you Building or Sustaining this Capability?
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PHASE 1: Plan and Prepare

		3 FY 2022-23
Objective 2	Plan for Continuity of Operations	FY 2022-23 Activity Type
Activity 2	Develop a HCC Continuity of Operations Pan	
	<p>1 HCCs will support Health Care Organizations in development or maintenance of their continuity of operations plan (COOP) by January 30, 2022, thereafter annually. The HCO plans will inform the HCC COOP.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 60-61 FY 2019-20 Local HPP Work Plan, Capability 3, Objective 2, Activity 1 2017-2022 Health Care Preparedness and Response Capabilities, page 34 2017-2022 Hospital Preparedness Program, Performance Measures, Performance Measure 5, page 15-16 FY 21-22 PHEP Workplan, Domain 1, Domain Activity 6, Activity 1</p>	

	2	HCCs will develop or maintain a coalition COOP annually by June 30, 2022 and upload into the CAT. <i>FY 21-22 Continue to work on this activity and deliverable and report.</i> Reference: ASPR HPP FOA EP-U3R-19-001, pages 60-61 FY 2019-20 Local HPP Work Plan, Capability 3, Objective 2, Activity 2 2017-2022 Health Care Preparedness and Response Capabilities, page 34 Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov	
Activities	3		
	4		
	5		
Outputs from the planned activities			
	1	HCCs will submit a COOP plan into the CAT (Activity 2.2).	
Outputs	2		
	3		
	4		
Notes	1		
	2		
	3		

		3 FY 2022-23
Objective 3:	Maintain Access to Non-Personnel Resources During an Emergency	FY 2022-23 Activity Type
Activity 1	Assess Supply Chain Integrity	
	<p>1 HCCs will continue to assess supply chain integrity by developing a vendor management process to address limited supply ordering for all HCC members and neighboring HCCs in an emergency. HCCs will share with neighboring HCCs annually by June 30, 2022 and upload into the CAT.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 62 FY 2019-20 Local HPP Work Plan, Capability 3, Objective 3, Activity 1 2017-2022 Health Care Preparedness and Response Capabilities, page 35 Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov</p>	
Activity 2	Assess and Address Equipment, Supply and Pharmaceutical Requirements	
	<p>2 HCCs will continue to assess and address equipment, supply, and pharmaceutical requirements annually, and update inventory list. Inventory management program protocol for all cached materials will be updated annually and uploaded into the CAT within 30 days after award.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 62-63 FY 2019-20 Local HPP Work Plan, Capability 3, Objective 3, Activity 2 2017-2022 Health Care Preparedness and Response Capabilities, page 36-7 Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov</p>	
Activities	3	

	4		
	5		
Outputs from the planned activities			
	1	HCCs will upload a vendor management process into the CAT (Activity 1.1).	
	2	HCCs will upload an inventory management program protocol into the CAT (Activity 1.2).	
Outputs	3		
	4		
	5		
Notes	1		
	2		
	3		

		3 FY 2022-23
Objective 6	Plan for Health Care Evacuation and Relocation	
Activity 1	Develop and Implement Evacuation and Relocation Plans	
Activity Type	FY 2022-23 Activity Type	
1	HCCs will continue to support HCC member's development or maintenance of their evacuation, transportation and relocation plans, annually. <i>FY 21-22 Continue to work on this activity and deliverable and report.</i> Reference: ASPR HPP FOA EP-U3R-19-001, pages 63 FY 2019-20 Local HPP Work Plan, Capability 3, Objective 3, Activity 2 2017-2022 Health Care Preparedness and Response Capabilities, page 40-42 FY 21-22 PHEP Workplan, Domain 4, Domain Activity 7, Activity 1	
2		
3		
Outputs from the planned activities		
1	HCCs will provide upon request meeting minutes and best practices (Activity 1.1).	
2		
3		
4		
1		
2		
3		

PHASE 2: Train and Equip

PHASE 2: Train and Equip		3 FY 2022-23
Objective 5:	Protect Responder Safety and Health	FY 2022-23 Activity Type
Activity 1	Distribute Resources Required to Protect the Health Care Workforce	
	<p>1 HCCs will annually support and promote regional PPE procurement, update inventory list, and include/update this process in the HCC Preparedness Plan.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 65 FY 2019-20 Local HPP Work Plan, Capability 3, Objective 5 2017-2022 Health Care Preparedness and Response Capabilities, page 36-37</p>	
Activity 2	Train and Exercise to Promote Responder Safety and Health	
	<p>2 HCCs, in coordination with PHEP, will continue to annually make available training opportunities to HCC members to promote responder safety and health. Include such trainings in the HCC training plan.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 65 FY 2019-20 Local HPP Work Plan, Capability 3, Objective 5 2017-2022 Health Care Preparedness and Response Capabilities, page 38-40 FY 21-22 PHEP Workplan, Domain 4, Domain Activity 1, Activity 4 and Activity 6 FY 21-22 PHEP Workplan, Domain 4, Domain Activity 7, Activity 2</p>	
Activities	3	
	4	
	5	
Outputs from the planned activities		

	1	HCCs will provide a list of participants and an agenda for each completed training (Activity 2.2).
	2	HCCs will provide MCM dispensing plans reflecting the HCCs role (Activity 2.1).
Outputs	3	
	4	
	5	
Notes	1	
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					3 FY 2023-24			
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	Status
	Status	Primary Barrier	Status	Primary Barrier				

						3 FY 2023-24		
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	Status
	Status	Primary Barrier	Status	Primary Barrier				

					3 FY 2023-24			
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	Status
	Status	Primary Barrier	Status	Primary Barrier				

						3 FY 2023-24		
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	Status
	Status	Primary Barrier	Status	Primary Barrier				

				3 FY 2024-25						
4 MY Report	5 YE Report		Notes	FY 2024-25	Estimated	4 MY Report		5 YE Report		Notes
Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	

				3 FY 2024-25						
4 MY Report	5 YE Report		Notes	FY 2024-25	Estimated	4 MY Report		5 YE Report		Notes
Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier	

3 FY 2025-26						3 FY 2026-27						
FY 2025-26	Estimated	4 MY Report		5 YE Report		Notes	FY 2026-27	Estimated	4 MY Report		5 YE Report	
		Status	mary Bar	Status	mary Bar				Status	mary Bar	Status	mary Bar

3 FY 2025-26							3 FY 2026-27					
FY 2025-26 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2026-27 Activity Type	Estimated Completion	4 MY Report		5 YE Report	
		Status	mary Bar	Status	mary Bar				Status	mary Bar	Status	mary Bar

3 FY 2025-26						3 FY 2026-27						
FY 2025-26	Estimate	4 MY Report		5 YE Report		Notes	FY 2026-27	Estimate	4 MY Report		5 YE Report	
		Status	mary Bar	Status	mary Bar				Status	mary Bar	Status	mary Bar

3 FY 2025-26						3 FY 2026-27						
FY 2025-26	Estimate	4 MY Report		5 YE Report		Notes	FY 2026-27	Estimate	4 MY Report		5 YE Report	
		Status	mary Bar	Status	mary Bar				Status	mary Bar	Status	mary Bar

[Local Entity Name]

Capability 4:	Medical Surge
Goal:	Health care organizations deliver timely and efficient care to their patients even when the demand for health exceeds available supply. The HCC, in collaboration with the state's/jurisdiction's ESF-8 lead agency, coord and available resources for its members to maintain conventional surge response. When an emergency ove HCC's collective resources, the HCC supports the health care delivery system's transition to contingency an response and promotes a timely return to conventional standards of care as soon as possible.

1 Known Gaps:	
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2 Classify Activity:	<i>Are you Building or Sustaining this Capability?</i>
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PHASE 1: Plan and Prepare

3 FY 2022-23

Objective 1	Plan for a Medical Surge	FY 2022-23 Activity Type
Activity 1	Incorporate Medical Surge Planning into Health Care Organization Emergency Operations Plan	
1	<p>HCC members will continue to work together to manage staffing resources including volunteers within hospitals and other health care settings, and include/update annually such strategy in preparedness and response plans.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 66-67 FY 2019-20 Local HPP Work Plan, Capability 4, Objective 1, Activity 11 2017-2022 Health Care Preparedness and Response Capabilities, page 45</p>	
Activity 3	Incorporate Medical Surge Planning into HCC Response Plan	

	<p>2 HCCs will continue to serve as planning resources and subject matter experts to PHEP program and LHDs as they develop or augment existing response plans, annually.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 70</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 47-48</i> <i>FY 21-22 PHEP Workplan, Domain 1, Domain Activity 6, Activity 1</i> <i>FY 21-22 PHEP Workplan, Domain 4, Domain Activity 2, Activity 1</i> <i>FY 21-22 PHEP Workplan, Domain 4, Domain Activity 4, Activity 1</i> <i>FY 21-22 PHEP Workplan, Domain 5, Domain Activity 4, Activity 2</i></p>	
	<p>3 FY 21-22 HCCs will develop complementary coalition-level annexes to their base medical surge/trauma mass casualty Response Plan to manage a large number of casualties with specific needs. <u>Consider regional plans.</u></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 70-74</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 51</i> <i>2019-2023 HPP Performance Measures Implementation Guidance</i> <i>FY 21-22 PHEP Workplan, Domain 1, Domain Activity 6, Activity 1</i></p>	

4 | HCCs will continue to maintain and update their Pediatric Surge Annex of their Response Plan, annually. Updates will be uploaded into the CAT.

FY 21-22 Continue to work on this activity and deliverable and report.

Reference:

ASPR HPP FOA EP-U3R-19-001, pages 71

FY 2019-20 Local HPP Work Plan, Capability 4, Objective 1, Activity 5

2017-2022 Health Care Preparedness and Response Capabilities, page 51

Coalition Assessment Tool (CAT): <https://HPPCAT.hhs.gov>

FY 21-22 PHEP Workplan, Domain 1, Domain Activity 6, Activity 1

5 | **Develop an Infectious Disease Surge or Burn Surge Annex to HCC Response Plan by June 2021.**

If selected over an Infectious Disease Surge Annex, HCCs will develop their Burn Surge Annex of their Response Plan, **a draft is due April 1, 2021, and the final by June 30, 2021** and upload into the CAT.

FY 21-22 Continue to work on this activity and deliverable and report.

Reference:

ASPR HPP FOA EP-U3R-19-001, pages 71

FY 2019-20 Local HPP Work Plan, Capability 4, Objective 1, Activity 6

2017-2022 Health Care Preparedness and Response Capabilities, page 52

Coalition Assessment Tool (CAT): <https://HPPCAT.hhs.gov>

FY 21-22 PHEP Workplan, Domain 5, Required by State Activity 1, Activity 2

	<p>6 Develop an Infectious Disease Surge or Burn Surge Annex to HCC Response Plan by June 2022. If a Burn Surge Annex was not selected and developed, HCCs will develop their Infectious Disease Surge Annex of their Response Plan, a draft is due April 1, 2022, and the final by June 30, 2022 and upload into the CAT.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 72 FY 2019-20 Local HPP Work Plan, Capability 4, Objective 1, Activity 7 2017-2022 Health Care Preparedness and Response Capabilities, page 53-54 Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov <i>FY 21-22 Pan Flu Workplan, Objective 1</i> <i>FY 21-22 PHEP Workplan, Domain 5, Required by State Activity 1, Activity 1</i></p>	
	<p>7 HCCs will develop their Radiation Surge Annex of their Response Plan, a draft is due April 1, 2023, and the final by June 30, 2023 and uploaded into the CAT.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 73 FY 2019-20 Local HPP Work Plan, Capability 4, Objective 1, Activity 8 2017-2022 Health Care Preparedness and Response Capabilities, page 51-52 Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov <i>FY 21-22 PHEP Workplan, Domain 1, Domain Activity 6, Activity 1</i> <i>FY 21-22 PHEP Workplan, Domain 5, Required by State Activity 1, Activity 3</i></p>	

	<p>8 HCCs will develop their Chemical Surge Annex of their Response Plan, a draft is due April 1, 2024, and the final by June 30, 2024 and uploaded into the CAT.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 73-74</i> <i>FY 2019-20 Local HPP Work Plan, Capability 4, Objective 1, Activity 9</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 51-52</i> <i>Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov</i> FY 21-22 PHEP Workplan, Domain 1, Domain Activity 6, Activity 1 FY 21-22 PHEP Workplan, Domain 5, Required by State Activity 1, Activity 4</p>	
	<p>9 HCCs will continue to coordinate with the PHEP program and CDPH for integrating crisis care elements into their Response plans annually by June 30, 2022 and upload into the CAT.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 76</i> <i>FY 2019-20 Local HPP Work Plan, Capability 4, Objective 1, Activity 3</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 47-51</i> <i>Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov</i> FY 21-22 PHEP Workplan, Domain 1, Domain Activity 6, Activity 1 FY 21-22 PHEP Workplan, Domain 4, Domain Activity 1, Activity 3</p>	
<p>Activities</p>	<p>10</p> <p>11</p> <p>12</p>	

Outputs from the planned activities	
	1 HCCs use the Disaster Healthcare Volunteer (DHV) program (Activity 1.1).
	2 HCCs will provide upon request Medical Response Corps (MRC) engagement activities (Activity 1.1).
	3 HCCs will upload their Pediatric Surge Annex into the CAT (Activity 3.5).
	4 HCCs will upload their Burn or Infectious Disease Surge Annex into the CAT (Activity 3.6).
	5 HCCs will uploaded their Radiation Surge Annex into the CAT (Activity 3.7).
	6 HCCs will have upload their Chemical Surge Annex into the CAT (Activity 3.8).
	7 HCCs will update their Response to include Crisis Care elements (Activity 3.9).
Outputs	8
	9
	10
Notes	1
	2
	3

PHASE 3: Exercise and Respond

3 FY 2022-23

Objective 1:	Plan for a Medical Surge	FY 2022-23 Activity Type
Activity 3	Incorporate Medical Surge Planning into HCC Response Plan	
1	<p>HCCs will participate in the SWMHE to validate CDPH's Crisis Standards of Care CONOPS in FY 2022-23.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 77</i> <i>FY 2019-20 Local HPP Work Plan, Capability 4, Objective 1, Activity 4</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 47-51</i></p>	
2	<p>HCCs will complete a redundant communications drill twice a year and enter the data into the CAT. <i>These drills must be six months apart.</i></p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 59</i></p> <p><i>2017-2022 Health Care Preparedness and Response Capabilities, page 29</i> <i>2017-2022 Hospital Preparedness Program, Performance Measures, Performance Measure 12 and 13, page 28-31</i> <i>Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov</i> <i>2019-2023 HPP Performance Measures Implementation Guidance</i></p>	
Activities	3	

	4	
	5	
Outputs from the planned activities		
	1	HCCs will participate in the SWMHE (Activity 3.1).
	2	HCCs will input data from redundant communications drill into the CAT (Activity 3.2).
Outputs	3	
	4	
	5	
Notes	1	
	2	
	3	

		3 FY 2022-23
Objective 2:	Respond to a Medical Surge	FY 2022-23 Activity Type
Activity 1	Implement Emergency Department and Inpatient Medical Surge Response	
1	<p>HCCs, in coordination with PHEP, will incorporate the use of volunteers, Disaster Healthcare Volunteer (DHV) system, to support a medical surge response during training, drills and exercises, annually.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 77</i> <i>FY 2019-20 Local HPP Work Plan, Capability 4, Objective 2, Activity 13</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 48-49</i> <i>FY 21-22 PHEP Workplan, Domain 1, Domain Activity 6, Activity 1</i> <i>FY 21-22 PHEP Workplan, Domain 5, Domain Activity 4, Activity 1</i> <i>2019-2023 HPP Performance Measures Implementation Guide</i></p>	

	<p>2 HCCs will conduct a Coalition Surge Test (CST) annually, results entered into the CAT.</p> <p><i>FY 20-21 Waived.</i></p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>FY 2019-20 Local HPP Work Plan, Capability 4, Objective 2, Activity 14</i> <i>2017-2022 Hospital Preparedness Program, Performance Measures, Performance Measure 14-21, page 32-49</i> <i>Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov</i> <i>2019-2023 HPP Performance Measures Implementation Guidance</i></p>	
	<p>3 HCCs will complete the Surge Estimator Tool by March 31, 2022 and March 31, 2024 to support determination of their surge capacity. <i>Only hospitals that provide emergency services are to be included.</i> Data to be entered into the CAT.</p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 78</i> <i>Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov</i></p>	

Activity 3	Develop an Alternate Care System	
	<p>4 HCCs, in collaboration with CDPH, LHDs and emergency management, will develop and/or maintain an alternate care system annually by June 30, 2022 and upload into the CAT.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 78-79 FY 2019-20 Local HPP Work Plan, Capability 4, Objective 2, Activity 3 2017-2022 Health Care Preparedness and Response Capabilities, page 50-51 Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov</i></p>	
	<p>5 HCCs, in coordination with PHEP, will continue to provide subject matter expertise to LHDs, for providing medical care to sheltered and/or congregate locations during an incident.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 79 2017-2022 Health Care Preparedness and Response Capabilities, page 50-51 Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov</i></p>	
Activity 4	Provide Pediatric Care During a Medical Surge Response	

6 HCCs will test/exercise their Pediatric Surge Care Annex during a medical surge response or tabletop/discussion exercise format. Completed and upload results/data into the CAT by the end of the five-year project period (FY 2019-20 to FY 2023-24).

FY 21-22 Continue to work on this activity and deliverable and report.

Reference:

ASPR HPP FOA EP-U3R-19-001, pages 79

FY 2019-20 Local HPP Work Plan, Capability 4, Objective 2, Activity 4

Coalition Assessment Tool (CAT): <https://HPPCAT.hhs.gov>

<p>Activity 5</p>	<p>Provide Surge Management During a Chemical or Radiation Emergency Event</p>	
	<p>7 HCCs will test/exercise their Radiation Emergency Surge Annex, if chosen over the Chemical Emergency Surge Annex exercise, during a medical surge or tabletop/discussion exercise format, by June 30, 2023 and upload the results/data into the CAT by the end of the five-year project period (FY 2019-20 to FY 2023-24).</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 79 FY 2019-20 Local HPP Work Plan, Capability 4, Objective 2, Activity 5 Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov</p>	
	<p>8 HCCs will test/exercise their Chemical Emergency Surge Annex, if chosen over the Radiation Emergency Surge Annex exercise, during a medical surge or tabletop/discussion exercise format, by June 30, 2024 and upload the results/data into the CAT by the end of the five-year project period (FY 2019-20 to FY 2023-24).</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 79 FY 2019-20 Local HPP Work Plan, Capability 4, Objective 2, Activity 6 Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov</p>	
<p>Activity 6</p>	<p>Provide Burn Care During a Medical Surge Response</p>	

9 | ~~If a Burn Surge Annex was selected and developed,~~ HCCs will test/exercise their Burn Care [Surge Annex](#) during a medical surge or tabletop/[discussion](#) exercise [format](#), ~~by June 30, 2024~~ and upload the results/data into the CAT [by the end of the five-year project period \(FY 2019-20 to FY 2023-24\)](#).

FY 21-22 Continue to work on this activity and deliverable and report.

Reference:

ASPR HPP FOA EP-U3R-19-001, pages 79

FY 2019-20 Local HPP Work Plan, Capability 4, Objective 2, Activity 7

Coalition Assessment Tool (CAT): <https://HPPCAT.hhs.gov>

Activity 9	Enhance Infectious Disease Preparedness and Surge Response	
	<p>10 If an Infectious Disease Surge Annex was selected and developed, HCCs will test/exercise their Infectious Disease Preparedness and Surge Annex during a medical surge or tabletop/discussion exercise format, by June 30, 2022 and upload the results/data into the CAT by the end of the five-year project period (FY 2019-20 to FY 2023-24).</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report. HCCs may utilize COVID-19 response to meet this deliverable. A data sheet will need to be completed.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 80 FY 2019-20 Local HPP Work Plan, Capability 4, Objective 2, Activity 10 Coalition Assessment Tool (CAT): https://HPPCAT.hhs.gov FY 21-22 Pan Flu Workplan, Objective 1 and Objective 7</p>	
Activities	11	
	12	
	13	
Outputs from the planned activities		
1	HCCs will use the Disaster Healthcare Volunteer (DHV) program (Activity 1.1).	
2	HCCs will provide upon request Medical Response Corps (MRC) engagement activities (Activity 1.1).	
3	HCCs will input data from CST into the CAT (Activity 1.2).	
4	HCCs will input data from Surge Estimator Tool into the CAT (Activity 1.3).	
5	HCCs will provide their tele/virtual medicine policy (Activity 3.4).	
6	HCCs will provide their policy for establishing an alternate care site (Activity 3.4).	
7	HCCs will provide after action reports (AARs) and improvement plans (IPs) (Activities 4.6, 5.7, 5.8, 6.9, 9.10)	

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					3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type
	Status	Primary Barrier	Status	Primary Barrier		

					3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type
	Status	Primary Barrier	Status	Primary Barrier		

						3 FY 2023-24
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type
	Status	Primary Barrier	Status	Primary Barrier		

[Local Entity Name]

Capability 4:	Medical Surge
Goal:	Health care organizations deliver timely and efficient care to their patients even when the demand for health care services exceeds available supply. The HCC, in collaboration with the state's/jurisdiction's ESF-8 lead agency, coordinates information and available resources for its members to maintain conventional surge response. When an emergency overwhelms the HCC's collective resources, the HCC supports the health care delivery system contingency and crisis surge response and promotes a timely return to conventional standards of care when possible.

1 Known Gaps:	
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2 Classify Activity:	Are you Building or Sustaining this Capability?
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PHASE 1: Plan and Prepare

		3 FY 2022-23
Objective 1	Plan for a Medical Surge	FY 2022-23 Activity Type
Activity 2	Incorporate Medical Surge Planning into Emergency Medical Services Emergency Operation Plan	
	<p>1 EMS plans should incorporate disaster related dispatch, response, mutual aid and regional coordination, pre-hospital triage and treatment, transportation, supplies and equipment.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 68 FY 2019-20 Local HPP Work Plan, Capability 4, LEMSA 2017-2022 Health Care Preparedness and Response Capabilities, page 46-47</p>	

	2	<p>EMS will work collaboratively with the LHD to identify a local initiative or project to meet local needs and delineate the LEMSAs role from the LHD role.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: FY 2019-20 Local HPP Work Plan, Capability 4, LEMSAs</p>	
Activity 3		Incorporate Medical Surge Planning into HCC Response Plan	
	3	<p>EMS will continue to participate in the review and update of the HCC Response Plan, to maintain the patient transportation process from, the field, to hospital, to interfacility, and to the region.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 68-76 FY 2019-20 Local HPP Work Plan, Capability 4, LEMSAs 2017-2022 Health Care Preparedness and Response Capabilities, page 46-48</p>	
	4	<p>EMS will continue to review and update information sharing protocols with HCC members, corroborate member needs and incorporate the process in the HCC Response Plan.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 68-76 FY 2019-20 Local HPP Work Plan, Capability 4, LEMSAs 2017-2022 Health Care Preparedness and Response Capabilities, page 46-48</p>	
Activities	5		
	6		
	7		
Outputs from the planned activities			

	1	HCCs will provide the EMS plans upon request (Activity 2.1).
	2	HCCs will provide a documentation of roles and responsibilities for local initiative or project (Activity 2.2).
	3	HCCs will provide a copy of the EMS transportation protocols upon request (Activity 3.3).
	4	
	5	
Outputs	6	
	7	
	8	
Notes	1	
	2	
	3	

PHASE 2: Train and Equip

3 FY 2022-23

Objective 2:	Respond to a Medical Surge	FY 2022-23 Activity Type
Activity 3	Incorporate Medical Surge Planning into HCC Response Plan	
1	<p>EMS will continue to provide training to HCC members on plans, policies and procedures for regional transportation of a patient(s) with a suspected and/or confirmed highly infectious disease.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 68-76</i> <i>FY 2019-20 Local HPP Work Plan, Capability 4, LEMSA</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 46-48</i></p>	
2	<p>EMS will continue to provide training to HCC members on plans, policies and procedures for transitioning to a disaster response.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 68-76</i> <i>FY 2019-20 Local HPP Work Plan, Capability 4, LEMSA</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 46-48</i></p>	
Activities	3	
	4	
	5	
Outputs from the planned activities		
1	HCCs will provide upon request their patient movement plan, and patient tracking/reunification plan (Activity 3.1).	
2	HCCs will provide a list of participants and an agenda for each completed training (Activity 3.2).	

PHASE 3: Exercise and Respond		3 FY 2022-23
Objective 2:	Respond to a Medical Surge	FY 2022-23 Activity Type
Activity 3	Incorporate Medical Surge into HCC Response Plan	
1	<p>EMS will participate in the Coalition Surge Test (CST) annually.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 68-76 FY 2019-20 Local HPP Work Plan, Capability 4, LEMSA 2017-2022 Health Care Preparedness and Response Capabilities, page 46-48 2019-2023 HPP Performance Measures Implementation Guidance</p>	
2	<p>EMS will complete a redundant communications drill twice a year with their HCC.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 60-61 FY 2019-20 Local HPP Work Plan, Capability 3, Objective 2, Activity 1 2017-2022 Health Care Preparedness and Response Capabilities, page 34 2017-2022 Hospital Preparedness Program, Performance Measures, Performance Measure 5, page 15-16</p>	

	3	<p>EMS will participate in the annual SWMHE.</p> <p><i>FY 20-21 Canceled.</i></p> <p><i>FY 21-22 Canceled.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 60-61</i> <i>FY 2019-20 Local HPP Work Plan, Capability 3, Objective 2, Activity 1</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 34</i> <i>2017-2022 Hospital Preparedness Program, Performance Measures, Performance Measure 5, page 15-16</i></p>	
	4	<p>EMS will participate in the SWMHE to validate the CDPH's Crisis Standards of Care CONOPS in FY 2022-23.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 60-61</i> <i>FY 2019-20 Local HPP Work Plan, Capability 3, Objective 2, Activity 1</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 34</i> <i>2017-2022 Hospital Preparedness Program, Performance Measures, Performance Measure 5, page 15-16</i></p>	
Activities	5		
	6		
	7		
Outputs from the planned activities			
	1	HCCs will provide after action reports (AARs) and improvement plans (IPs) (Activities 3.1-3.4).	
Outputs	2		
	3		
	4		
Notes	1		

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as soon as

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

					3 FY 2024-25					
4 MY Report		5 YE Report		Notes	FY 2024-25	Estimate	4 MY Report		5 YE Report	
Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier

					3 FY 2024-25					
4 MY Report		5 YE Report		Notes	FY 2024-25	Estimated	4 MY Report		5 YE Report	
Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier

					3 FY 2024-25					
4 MY Report		5 YE Report		Notes	FY 2024-25	Estimate	4 MY Report		5 YE Report	
Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier

	3 FY 2025-26						3 FY 2026-27					
Notes	FY 2025-26	Estimate	4 MY Report		5 YE Report		Notes	FY 2026-27	Estimate	4 MY Report		5 YE R
			Status	mary Bar	Status	mary Bar				Status	mary Bar	

		3 FY 2025-26						3 FY 2026-27					
Notes	FY 2025-26	Estimate	4 MY Report		5 YE Report		Notes	FY 2026-27	Estimate	4 MY Report		5 YE R	
			Status	mary Bar	Status	mary Bar				Status	mary Bar	Status	

3 FY 2025-26							3 FY 2026-27						
Notes	FY 2025-26	Estimate	4 MY Report		5 YE Report		Notes	FY 2026-27	Estimate	4 MY Report		5 YE R	
			Status	mary Bar	Status	mary Bar				Status	mary Bar	Status	

Application

Known Gaps¹

Known Gaps

Classify Activity²

Sustain

Build

Fiscal Year (FY) Activity³

Plan/Develop

Organize/Equip

Train

Exercise

Evaluate/Improve

Updating

Not Applicable

Estimated Completion³

This fiscal year by Q2

This fiscal year by Q4

Continuous

Out year

Not Applicable

Reporting

Status⁴⁻⁵

Complete

In progress, on schedule

In progress, off schedule
Not Started
Canceled

Primary Barrier⁴⁻⁵

None
Lack of Funding
Lack of Personnel
Administrative
Time Constraint
Waiting on EPO
Real Event
Other, provide in the *Notes*
section.

Definitions

Enter gaps identified from jurisdictional Capabilities Planning Guide (CPGs) survey, trainings, exercises, real events, after action reports and/or improvement plans that you want to resolve during the fiscal

A capability is built and ready for an emergency and/or disaster. Sustainment is working through the preparedness cycle; train, exercise, evaluate and improve in order to retain the ability and improve based on current jurisdictional hazards.

A capability is incomplete. Building activities include research, development, identifying key partners and stakeholders, establishing relationships, defining roles, responsibilities, draft, public comment, etc..

Strategic and operational planning establishes priorities, identifies expected levels of performance and capability requirements, provides the standard for assessing capabilities and helps stakeholders learn their roles. The planning elements identify what an organization’s Standard Operating Procedures (SOPs) or Emergency Operations Plans (EOPs) should include for ensuring that contingencies are in place for delivering the capability during a large-scale disaster.

Organizing and equipping include identifying what competencies and skill sets people should possess and ensuring an organization has the correct personnel. Additionally, it includes identifying and acquiring standard equipment an organization may need to use in times of emergency.

Training with the knowledge, skills, and abilities needed to perform key tasks required during a specific emergency situation.

Exercises enable entities to identify strengths and incorporate them within best practices to sustain and enhance existing capabilities. They also provide an objective assessment of gaps and shortfalls within plans, policies and procedures to address areas for improvement prior to a real-world incident.

Exercises help clarify roles and responsibilities among different entities, improve inter-agency coordination and communications and identify needed resources and opportunities for improvement.

Quality improvement thru after action Reports (AARs), collecting lessons learned, develop improvement plans, and track corrective actions to address gaps and deficiencies identified in exercises or real-world events to continuously improve and strengthen preparedness.

Modernize, make current and/or include the most recent information.

Does not apply my jurisdiction. For example, a Public Health Lab, non CRI etc.

The activity will be complete by the end of the second quarter of the fiscal year.

The activity will be complete by the end of the fourth quarter of the fiscal year.

The activity occurs throughout the year.

Not working on the activity this fiscal year, it will be addressed in the future.

Does not apply my jurisdiction. For example, a Public Health Lab, non CRI etc.

The Activity has been fully executed/in place to satisfy all requirements.

This Activity is work in progress and will be completed by the Estimated Completion time.

This Activity is work in progress and will be not be completed/late by the Estimated Completion time.
No work has been done on this Activity.
This activity will not be finished/completed this FY.

No barriers to completing this Activity and corresponding Outputs.
In sufficient funding to complete this Activity and corresponding Outputs.
In sufficient staff or subject matter experts to complete this Activity and corresponding Outputs.
Jurisdictional administrative processes delayed and/or pushed back the the next FY this Activity.
Various factors limited the amount of time needed to complete this Activity. A few example, deadlines, w
Waiting on EPO to provide materials, resources or guidelines that impedes completion of this Activity.
Jurisdiction

Add additional information in the Notes section of this Activity.

Annual	Region I	less than 200,000
FY 2022-23	Region II	between 200,000 and
FY 2023-24	Region III	greater than 700,000
FY 2024-25	Region IV	
FY 2025-26	Region V	Q2
FY 2026-27	Region VI	Q3
	Multiple Regions	Q4



California Department of Public Health
Emergency Preparedness Office

Date:

FY 2022-23 to FY 2026-27
Local Health Department Work Plan for
Pandemic Influenza (Pan Flu)

[Local Entity Name]

Region:

Population size:

[Local Entity Name]

Description:	Strengthen planning and response efforts in order to be prepared for an influenza Pandemic.
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1 Known Gaps:	
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2 Classify Activity:	<input type="checkbox"/> <i>Are you Building or Sustaining influenza planning?</i>
-----------------------------	--

Outcomes:	1 Up-to-date written policies and procedures in place to ensure pandemic influenza readiness and response, including LHD collaborative efforts with local and state partners, effective administration and documentation of vaccines, guidelines for prioritizing lab testing and distribution of materials to partners, document vaccine administration in the immunization registry, and procedures for communication to promote vaccine and preventative measures.
	2 Surveillance systems are maintained to ensure accurate and timely documentation of novel/variant influenza virus infections, influenza-associated deaths in children and/or case-specific data requested by state and federal partners.
	3 Local public health laboratories maintain capability and capacity to type and subtype influenza viruses.
	4 Updated written procedures in place for monitoring exposed persons exposed to avian or novel influenza viruses, including laboratory testing and ensuring regular communication of activities and outcomes to state partners.
	5 Conduct a mass vaccination clinic and complete an After Action Report/Improvement Plan (AAR/IP).
	6 Implementation of processes for ensuring optimal utilization of influenza vaccines within local communities, including target populations such as persons with underlying medical conditions and/or school-aged children.

		FY 2022-23						FY 2023-24					
Objective 1	Update and/or maintain a local Pandemic Influenza Plan Reference: PHEP Work Plan, Domain 1, Activity 6: Strengthen and Implement Plans PHEP Work Plan, Domain 4, Activity 1: Develop and Exercise Plans for MCM Distribution, Dispensing and Vaccine Administration PHEP Work Plan, Domain 4, Activity 2: Maintain Preparedness Plans Based on Risks FY 21-22 HPP Workplan, Capability 4, Phase 1, Objective 1, Activity 2.6 FY 21-22 HPP Workplan, Capability 4, Phase 3, Objective 2, Activity 9.10	FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status
Activities	1	Protocol describing how the LHD will work with local partners and health care coalitions to address pandemic influenza preparedness and response. FY 21-22 Continue to work on this activity and deliverable and report. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i>											
	2	Update procedure for how LHD will ensure appropriate staff are prepared to order and receive pandemic influenza vaccines, administer vaccine and document pandemic vaccine administration in the immunization registry within 14 days. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i> Reference: CDPH's Immunization Program : https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/immunize.aspx California Immunization Registry (CAIR): http://cairweb.org/ https://www.sandiegocounty.gov/content/sdc/hhsa/programs/phs/immunization_brnch/SDIR.html http://www.myhealthyfutures.org/											
	3	Update plan for how LHD will identify and vaccinate likely target populations, including Tier 1 through Tier 3 critical workforce and occupational groups. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i> Reference: CDC's Roadmap to Implementing Pandemic Influenza Vaccination of Critical Workforce. https://www.cdc.gov/flu/pandemic-resources/pdf/roadmap_panflu.pdf References: FY 21-22 HPP Workplan, Capability 4, Phase 1, Objective 1, Activity 2.6 FY 21-22 HPP Workplan, Capability 4, Phase 3, Objective 2, Activity 9.10											
	4	Update plans for disseminating CDPH/LHD guidelines for prioritization of influenza laboratory testing to public and private laboratories, healthcare facilities and providers, and other key healthcare partners within the jurisdiction during both the regular influenza season and in a pandemic. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i>											
	5	Update procedures for preparedness and response communications, including outreach and educational efforts to promote vaccine and prevention measures and coordinating these efforts and messaging with key partners in the community. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i>											
	6	Annually provide, and keep updated, the name and contact information for the LHD's Pandemic Influenza Coordinator or position responsible for ensuring completion of Pan Flu Work Plan activities and deliverables. <i>FY 22-23 Continue to work on this activity and deliverable and report .</i>											
Activities	7												
	8												
	9												

Outputs from the planned activities	
	1 Updated process for engaging local partners and stakeholders in influenza pandemic planning and preparedness.
	2 Updated vaccine administration and immunization registry process including documentation.
	3 Updated plan for vaccination plan for target populations and critical workforce.
	4 Updated plans for prioritizing lab testing.
	5 Updated communication procedures.
	6 Pan Flu Coordinator contact is current.
Outputs	7
	8
	9
Notes	1
	2
	3

		FY 2022-23						FY 2023-24						
Objective 2	Maintain a surveillance system for reporting novel/variant influenza virus infections and influenza-associated deaths in children <18 years of age, and report data via electronic or fax during the regular influenza season. Reference: PHEP Work Plan, Domain 3, Activity 2: Coordinate Information Sharing PHEP Work Plan, Domain 6, Activity 1: Conduct Epidemiological Surveillance CDC NoFO PHEP CDC RFA TP19-1901, page 16-17, 25-26 and 28-29	FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report			
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier		Status
Activities	1 LHDs will report influenza-associated deaths in persons <18 years of age to CDPH within two weeks of death. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i> Reference: CDPH Influenza guidance: https://www.cdph.ca.gov/Programs/CID/DCDC/pages/immunization/influenza.aspx CDPH Influenza recommendations: https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/Immunization/InfluenzaGuidance.pdf													
	2 LHDs will submit completed case report forms to CDPH for influenza-associated deaths in persons <18 years of age within two months of death. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i> Reference: <i>Refer to references in Activity 1, above.</i>													
	3 LHDs will utilize immunization registry for epidemiological surveillance. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i>													
Activities	4													
	5													
	6													
Outputs from the planned activities														
	1 Updated surveillance systems that provide accurate and timely data of novel/variant influenza virus infections and associated deaths.													
	2 Updated process for reporting of influenza associated deaths in person <18 years of age.													
	3 Updated process to provide data requested by State and Federal partners.													
Outputs	4													
	5													
	6													
Notes	1													
	2													
	3													

		FY 2022-23						FY 2023-24					
Objective 3	Maintain the ability to conduct case-based surveillance for influenza as requested by CDC and/or CDPH. For example, all cases, hospitalizations, ICU admissions, or deaths, and report those cases via electronic means or fax during a pandemic. Reference: PHEP Work Plan, Domain 3, Activity 2: Coordinate Information Sharing PHEP Work Plan, Domain 6, Activity 1: Conduct Epidemiological Surveillance FY 20-21 HPP Workplan, Capability 2, Phase 1, Objective 2, Activity 1.2 and 1.3 FY 20-21 HPP Workplan, Capability 2, Phase 3, Objective 3, Activity 3.3 CDC NoFO PHEP CDC RFA TP19-1901, page 16-17, 25-26 and 28-29	FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status
Activities	1	Submit completed case report forms for persons with novel or variant influenza infections to CDPH within three days of confirmation. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i> Reference: CDPH Influenza guidance: https://www.cdph.ca.gov/Programs/CID/DCDC/pages/immunization/influenza.aspx CDPH Influenza recommendations: https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/Immunization/InfluenzaGuidance.pdf											
	2	Report and submit completed case report forms for pandemic-associated influenza cases within the timeframe specified by CDPH during an influenza pandemic. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i> Reference: <i>Refer to references in Activity 1, above.</i>											
	3	LHDs will utilize immunization registry for epidemiological surveillance. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i>											
Activities	4												
	5												
	6												
Outputs from the planned activities													
	1	Updated case based surveillance systems that provide accurate and timely data of novel/variant influenza virus infections and associated deaths.											
	2	Updated process to provide data requested by State and Federal partners.											
Outputs	3												
	4												
	5												
Notes	1												
	2												
	3												

Objective 4	Counties with a Public Health Laboratory Maintain the ability of the public health laboratory to type and subtype influenza A viruses and lineage type influenza B viruses (if the laboratory is capable of lineage type testing) for any cases tested for influenza by status of clinical severity (e.g., hospitalized ICU/severe cases, outpatients, and/or fatal cases) during both the regular influenza season and in a pandemic and report results to CDPH through established reporting mechanisms.	FY 2022-23						FY 2023-24					
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	
Activities	1 LHD's will maintain laboratory testing capability for influenza A/B typing and Flu A subtyping/Flu B lineage typing by rRT-PCR AND satisfactorily pass influenza proficiency testing requirements two times/year. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i> Reference: <i>PHEP Work Plan, Domain 6 Biosurveillance</i> CDPH Influenza guidance: https://www.cdph.ca.gov/Programs/CID/DCDC/pages/immunization/influenza.aspx												
Activities	2												
	3												
	4												
Outputs from the planned activities													
	1 Maintained laboratory testing capability for influenza.												
	2 Satisfactorily pass influenza proficiency testing requirements two times a year.												
Outputs	3												
	4												
	5												
Notes	1												
	2												
	3												

		FY 2022-23						FY 2023-24					
Objective 5	<p>Counties with a Public Health Laboratory Submit influenza positive specimens to the CDPH Viral and Rickettsial Diseases Laboratory (VRDL) for antiviral resistance testing, as provided by CDPH's Immunization Branch, in accordance with the Association of Public Health Laboratories (APHL) Influenza Virologic Surveillance Right Size Roadmap.</p> <p>Reference: CDPH Immunization Branch: https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/immunize.aspx</p> APHL Influenza Virologic Surveillance Right Size Roadmap: www.aphl.org/aboutAPHL/publications/Documents/ID_July2013_Influenza-Virologic-Surveillance-Right-Size-Roadmap.pdf	FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	
Activities	1	Immediately notify CDPH-VRDL of any Unsubtypeable or Inconclusive results that show a cycle threshold (Ct) value for Flu A ≤ 35. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i>											
		Reference: CDPH Viral and Rickettsial Disease Laboratory: https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/VRDL_Influenza_Info.pdf											
Activities	2												
	3												
	4												
Outputs from the planned activities													
	1	Routine immediate notification to CDPH-VRDL of any Unsubtypeable or Inconclusive results that show a cycle threshold (Ct) value for Flu A ≤ 35.											
Outputs	2												
	3												
	4												
Notes	1												
	2												
	3												

Objective 6	Conduct active or passive monitoring for influenza-like illness among persons exposed to avian or novel influenza viruses (e.g., persons exposed to poultry or other animals infected with avian influenza on farms inside or outside of CA, persons exposed to humans with novel or variant influenza virus infections such as H7N9, H5N1, H3N2v, or H1N2v). Reference: CDPH Influenza guidance: https://www.cdph.ca.gov/Programs/CID/DCDC/pages/immunization/influenza.aspx	FY 2022-23						FY 2023-24					
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status
Activities	1	Update and maintain procedures for monitoring persons exposed to avian or novel influenza viruses. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i>											
	2	Report monitoring activities and outcomes to CDPH electronically or via fax. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i>											
	3	Obtain specimens, from symptomatic persons being monitored for exposure to avian or novel influenza viruses, for testing at a public health laboratory and forward unsubtype and indeterminate subtype specimens to VRDL for confirmatory testing at CDC. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i>											
Activities	4												
	5												
	6												
Outputs from the planned activities													
	1	Updated procedures for monitoring exposed persons, including laboratory testing, and ensuring regular communication of activities and outcomes to State partners.											
Outputs	2												
	3												
	4												
Notes	1												
	2												
	3												

		FY 2022-23						FY 2023-24					
Objective 7	Conduct at least one mass vaccination clinic exercise and maximize attendance in order to test and evaluate the mass vaccination capability and capacity. Reference: PHEP Work Plan, Requirements CDC NoFO PHEP CDC RFA TP19-1901, exercise requirements on page 39 FY 21-22 HPP Workplan, Capability 4, Phase 3, Objective 2, Activity 9.10	FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	
Activities	1 LHDs will identify high risk and priority target groups, including low income populations, in order to conduct outreach and provide educational materials, to increase attendance at the mass vaccination clinic exercise. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i>												
	2 LHDs will coordinate with the CDPH Immunization Branch to order and receive State purchased flu vaccine for mass vaccination clinic exercise. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i> (If LHDs need additional doses or would like to offer other vaccines, contact CDPH's Immunization Branch.)												
	3 LHDs will plan and conduct your mass vaccination clinic exercise in coordination with your Public Health Emergency Preparedness (PHEP) and Immunization programs. Utilize improvements plans from previous exercises after action reports (AARs) to fill gaps identified and improve the process. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i>												
	4 LHDs will enter into the immunization registry (within 14 days) all vaccine doses administered during the mass vaccination clinic exercise. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i> Reference: California Immunization Registry (CAIR): http://cairweb.org/												
	5 LHDs will in coordination with your Public Health Emergency Preparedness (PHEP) and Immunization programs, complete an after action report (AAR) including an improvement plan (IP) after the exercise. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i>												
Activities	6												
	7												
	8												
Outputs from the planned activities													
	1 Completed a mass vaccination exercise.												
	2 Completed a AAR and IP.												
Outputs	3												
	4												
	5												
Notes	1												
	2												
	3												

Objective 8	In conjunction with the immunization coordinator, support efforts to intensify seasonal flu vaccination efforts to enhance pandemic influenza preparedness.	FY 2022-23						FY 2023-24					
		FY 2022-23 Activity Type	Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion	4 MY Report		
				Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	
Activities	1	Support the LHD immunization program to enter/record all doses of seasonal influenza vaccine administered by the LHD (in clinics or in LHD offices) in the immunization registry. Data should be recorded within 14 days of administration. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i> Reference: California Immunization Registry (CAIR): http://cairweb.org/ https://www.sandiegocounty.gov/content/sdc/hhsa/programs/phs/immunization_branch/SDIR.html http://www.myhealthyfutures.org/											
	2	Support the LHD immunization program to ensure all state-purchased (VFC, 317 or State) seasonal influenza vaccines shared with and administered by local partners are documented in the immunization registry within 14 days of administration. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i> Reference: California Immunization Registry (CAIR): http://cairweb.org/ https://www.sandiegocounty.gov/content/sdc/hhsa/programs/phs/immunization_branch/SDIR.html http://www.myhealthyfutures.org/											
	3	Promote increased seasonal influenza vaccine within the community, including target populations and school-aged children. <i>FY 22-23 Continue to work on this activity and deliverable and report.</i>											
	4	<i>Suggested Activity:</i> Increase immunization of school-aged children as part of mass vaccination clinics.											
Activities	5												
	6												
	7												
Outputs from the planned activities													
	1	Implementation of processes for ensuring optimal utilization of influenza vaccines within local communities, including target populations such as persons with underlying medical conditions and/or school-aged children.											
Outputs	2												
	3												
	4												
Notes	1												
	2												
	3												

Application	Definitions
Known Gaps¹	
Known Gaps	Enter gaps identified from jurisdictional Capabilities Planning Guide (CPGs) survey, trainings, exercises, real events, after action reports and/or improvement plans that you want <u>to resolve during the fiscal year</u> .
Classify Activity²	
Sustain	A capability is built and ready for an emergency and/or disaster. Sustainment is working through the preparedness cycle; train, exercise, evaluate and improve in order to retain the ability and improve based on current jurisdictional hazards.
Build	A capability is incomplete. Building activities include research, development, identifying key partners and stakeholders, establishing relationships, defining roles, responsibilities, draft, public comment, etc..
Fiscal Year (FY) Activity³	
Plan/Develop	Strategic and operational planning establishes priorities, identifies expected levels of performance and capability requirements, provides the standard for assessing capabilities and helps stakeholders learn their roles. The planning elements identify what an organization's Standard Operating Procedures (SOPs) or Emergency Operations Plans (EOPs) should include for ensuring that contingencies are in place for delivering the capability during a large-scale disaster.
Organize/Equip	Organizing and equipping include identifying what competencies and skill sets people should possess and ensuring an organization has the correct personnel. Additionally, it includes identifying and acquiring standard equipment an organization may need to use in times of emergency.
Train	Training with the knowledge, skills, and abilities needed to perform key tasks required during a specific emergency situation.
Exercise	Exercises enable entities to identify strengths and incorporate them within best practices to sustain and enhance existing capabilities. They also provide an objective assessment of gaps and shortfalls within plans, policies and procedures to address areas for improvement prior to a real-world incident. Exercises help clarify roles and responsibilities among different entities, improve inter-agency coordination and communications and identify needed resources and opportunities for improvement.
Evaluate/Improve	Quality improvement thru after action Reports (AARs), collecting lessons learned, develop improvement plans, and track corrective actions to address gaps and deficiencies identified in exercises or real-world events to continuously improve and strengthen preparedness.
Updating	Modernize, make current and/or include the most recent information.
Not Applicable	Does not apply my jurisdiction. For example, a Public Health Lab, non CRI etc.
Estimated Completion³	
This fiscal year by Q2	The activity will be complete by the end of the second quarter of the fiscal year.
This fiscal year by Q4	The activity will be complete by the end of the fourth quarter of the fiscal year.
Continuous	The activity occurs throughout the year.
Out year	Not working on the activity this fiscal year, it will be addressed in the future.

Reporting

Status⁴⁻⁵

Complete	The Activity has been fully executed/in place to satisfy all requirements.
In progress, on schedule	This Activity is work in progress and will be completed by the Estimated Completion time.
In progress, off schedule	This Activity is work in progress and will not be completed/late by the Estimated Completion time.
Not Started	No work has been done on this Activity.
Canceled	This activity will not be finished/completed this FY.

Primary Barrier⁴⁻⁵

None	No barriers to completing this Activity and corresponding Outputs.
Lack of Funding	In sufficient funding to complete this Activity and corresponding Outputs.
Lack of Personnel	In sufficient staff or subject matter experts to complete this Activity and corresponding Outputs.
Administrative	Jurisdictional administrative processes delayed and/or pushed back the the next FY this Activity.
Time Constraint	Various factors limited the amount of time needed to complete this Activity. A few example, deadlines, workload, and resc
Waiting on EPO	Waiting on EPO to provide materials, resources or guidelines that impedes completion of this Activity.
Real Event	Jurisdiction
Other, provide in the <i>Notes</i> section.	Add additional information in the Notes section of this Activity.



California Department of Public Health
Emergency Preparedness Office

Date:

FY 2022-23 to FY 2026-27
Local Health Department Work Plan for
Hospital Preparedness Program (HPP)
and the Health Care Coalition

DRAFT

[Local Entity Name]

Region:

Population size:

[Local Entity Name]

This is a short list that includes requirements, a checklist and clarifications for the Hospital Preparedness Program (HPP) funding. This list is not exhaustive, HCCs are required to study the HPP Capability Guide and HPP Performance Measures and therein

HPP Performance Measures Implementation Guides

Link: <https://www.phe.gov/Preparedness/planning/hpp/reports/Documents/hpp-pmi-guidance-2017.pdf>

Link: <https://www.phe.gov/Preparedness/planning/hpp/reports/pmi-guidance-2019-2023/Pages/default.aspx>

Pages 90-96 in the 2019-2023 HPP Performance Measures Implementation Guide contain a crosswalk of performance measures to HPP Workplan activities.

HPP Capability Guide

Link: <https://www.phe.gov/Preparedness/planning/hpp/reports/Documents/2017-2022-healthcare-pr-capabilities.pdf>

HPP Coalition Assessment Tool (CAT)

HPP Performance Measures are reported in the Coalition Assessment Tool (CAT) and to CDPH. CDPH will utilize information in the CAT to meet CDPH's required HPP reporting. CDPH will require HCCs to provide required deliverables and data that are not contained in the CAT. If you need to update your CAT point of contact and access, use the email provided below.

Link: <https://HPPCAT.hhs.gov>

Email: CAT@HHS.gov

Requirement

HPP-PHEP-EMA Joint Exercise: **Select** from the dropdown menu the year of the exercise. This exercise must be a standalone functional or full scale joint exercise once every five years (rolling five years). This exercise **must** include a surge of patients into the health care system. [FY 2021-22 HPP Funding Opportunity Announcement, page 16.](#)

Pediatric Surge Care Annex, Exercise: **Select** from the dropdown menu the year of the exercise. This exercise must be completed within five-years (FY 2019-20 to FY 2023-24) via a real event, tabletop or discussion exercise format. [See Capability 4, Phase 3, Objective 2, Activity 4.6.](#)

Radiation Emergency Surge Annex, Exercise: **Select** from the dropdown menu the year of the exercise if selected over the Chemical Emergency Surge Annex exercise. This exercise must be completed within five-years (FY 2019-20 to FY 2023-24) via a real event, tabletop or discussion exercise format. [See Capability 4, Phase 3, Objective 2, Activity 5.7.](#)

↑ or ↓

(Radiation or Chemical Exercise)

Chemical Emergency Surge Annex, Exercise: **Select** from the dropdown menu the year of the exercise if selected over the Radiation Emergency Surge Annex exercise. This exercise must be completed within five-years (FY 2019-20 to FY 2023-24) via a real event, tabletop or discussion exercise format. [See Capability 4, Phase 3, Objective 2, Activity 5.8.](#)

Burn Surge Annex, Exercise: **Select** from the dropdown menu the year of the exercise. This exercise must be completed within five-years (FY 2019-20 to FY 2023-24) via a real event, tabletop or discussion exercise format. [See Capability 4, Phase 3, Objective 2, Activity 6.9.](#)

Infectious Disease Preparedness and Surge Annex, Exercise: **Select** from the dropdown menu the year of the exercise. This exercise must be completed within five-years (FY 2019-20 to FY 2023-24) via a real event, tabletop or discussion exercise format. [See Capability 4, Phase 3, Objective 2, Activity 9.10](#)

Participate in State Wide Medical Health Exercise of Crisis Standards of Care CONOPS. [See Capability 4, Phase 3, Objective 1, Activity 3.1.](#)



Provide a current inventory: **Select** which quarter to provide the list of all HCC resources purchased in the previous fiscal year that would be utilized during an exercise or real event each year to CDPH. *State Site Visit/State Audit requirement.*

Checklist



Performance Measure 4: Complete HCC member updates, **in CDPH template** by the due date.



Performance Measure 6: Other Exercise Requirements **within the CAT**, Exercise Tool report exercise dates and complete a datasheet for all required exercises.



Performance Measure 9: Complete Jurisdictional Risk Assessment Survey **provided by CDPH** by the due date.



Performance Measure 10: After Action Reporting (AAR) and Improvement Planning (IP) Matrix, complete **within the CAT** within the Exercise Tool.



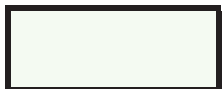
Performance Measures 12 & 13: Redundant Communications Drills 1 & 2, **enter data into the CAT**. The second drill must be six months after the first.



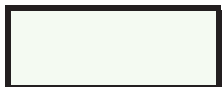
Capability Assessments must be completed **within the CAT** before the end of year due date.



Performance Measure HPP-PHEP J.1, Information Sharing: Report Essential Elements of Information (EEl)s, situation reporting, **to CDPH** as requested during exercises and real events.



CAHAN Communication Drills, quarterly.



Disaster Health Volunteers (DHV) Program must be maintained annually. *See Capability 4, Phase 3, Objective 2, Activity 1.1*

Clarifications

Performance Measure 22: This is a Hospital performance measure collected by the Emergency Medical Services for Children (EMSC). This should align with your Pediatric Surge Annex.

Performance Measure HPP-PHEP J.2, Volunteers: This is a State level performance measure.

Performance Measures 23-28: Annual Hospital Surge Test (HST) in the CAT within the Exercise Tool. **Only complete if**, you have a hospital that is in a Frontier and Remote Area (FAR) level four. <https://www.ers.usda.gov/data-products/frontier-and-remote-area-codes/>

HCC Exercise with an FCC to participate in the NDMS patient movement in the CAT within the Exercise Tool. **Only complete if**, you have a Federal Coordination Center (FCC) in your jurisdiction. <https://asprtracie.hhs.gov/technical-resources/resource/5622/national-disaster-medical-system-federal-coordinating-center-guide>

If there is a difference between the Performance Measures and HPP Funding Opportunity Announcement (FOA), the most current requirement is listed in this work plan, at this point in time it is based on the Performance Measures Implementation Guide 2019-2023.

[Local Entity Name]

Capability 4:	Medical Surge
Goal:	Health care organizations deliver timely and efficient care to their patients even when the demand for health care services exceeds available supply. The HCC, in collaboration with the state's/jurisdiction's ESF-8 lead agency, coordinates information and available resources for its members to maintain conventional surge response. When an emergency overwhelms the HCC's collective resources, the HCC supports the health care delivery system contingency and crisis surge response and promotes a timely return to conventional standards of care when possible.

1 Known Gaps:	
----------------------	--

2 Classify Activity:	Are you Building or Sustaining this Capability?
-----------------------------	---

PHASE 1: Plan and Prepare

		3 FY 2022-23
Objective 1	Plan for a Medical Surge	FY 2022-23 Activity Type
Activity 2	Incorporate Medical Surge Planning into Emergency Medical Services Emergency Operation Plan	
	<p>1 EMS plans should incorporate disaster related dispatch, response, mutual aid and regional coordination, pre-hospital triage and treatment, transportation, supplies and equipment.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 68 FY 2019-20 Local HPP Work Plan, Capability 4, LEMSA 2017-2022 Health Care Preparedness and Response Capabilities, page 46-47</p>	

	2	<p>EMS will work collaboratively with the LHD to identify a local initiative or project to meet local needs and delineate the LEMSAs role from the LHD role.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: FY 2019-20 Local HPP Work Plan, Capability 4, LEMSAs</p>	
Activity 3		Incorporate Medical Surge Planning into HCC Response Plan	
	3	<p>EMS will continue to participate in the review and update of the HCC Response Plan, to maintain the patient transportation process from, the field, to hospital, to interfacility, and to the region.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 68-76 FY 2019-20 Local HPP Work Plan, Capability 4, LEMSAs 2017-2022 Health Care Preparedness and Response Capabilities, page 46-48</p>	
	4	<p>EMS will continue to review and update information sharing protocols with HCC members, corroborate member needs and incorporate the process in the HCC Response Plan.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 68-76 FY 2019-20 Local HPP Work Plan, Capability 4, LEMSAs 2017-2022 Health Care Preparedness and Response Capabilities, page 46-48</p>	
Activities	5		
	6		
	7		
Outputs from the planned activities			

	1	HCCs will provide the EMS plans upon request (Activity 2.1).
	2	HCCs will provide a documentation of roles and responsibilities for local initiative or project (Activity 2.2).
	3	HCCs will provide a copy of the EMS transportation protocols upon request (Activity 3.3).
	4	
	5	
Outputs	6	
	7	
	8	
Notes	1	
	2	
	3	

PHASE 2: Train and Equip		3 FY 2022-23
Objective 2:	Respond to a Medical Surge	FY 2022-23 Activity Type
Activity 3	Incorporate Medical Surge Planning into HCC Response Plan	
	<p>1 EMS will continue to provide training to HCC members on plans, policies and procedures for regional transportation of a patient(s) with a suspected and/or confirmed highly infectious disease.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 68-76</i> <i>FY 2019-20 Local HPP Work Plan, Capability 4, LEMSA</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 46-48</i></p>	
	<p>2 EMS will continue to provide training to HCC members on plans, policies and procedures for transitioning to a disaster response.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 68-76</i> <i>FY 2019-20 Local HPP Work Plan, Capability 4, LEMSA</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 46-48</i></p>	
Activities	3	
	4	
	5	
Outputs from the planned activities		
	1 HCCs will provide upon request their patient movement plan, and patient tracking/reunification plan (Activity 3.1).	
	2 HCCs will provide a list of participants and an agenda for each completed training (Activity 3.2).	

PHASE 3: Exercise and Respond

3 FY 2022-23

Objective 2:	Respond to a Medical Surge	FY 2022-23 Activity Type
Activity 3	Incorporate Medical Surge into HCC Response Plan	
1	<p>EMS will participate in the Coalition Surge Test (CST) annually.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 68-76 FY 2019-20 Local HPP Work Plan, Capability 4, LEMSA 2017-2022 Health Care Preparedness and Response Capabilities, page 46-48 2019-2023 HPP Performance Measures Implementation Guidance</p>	
2	<p>EMS will complete a redundant communications drill twice a year with their HCC.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: ASPR HPP FOA EP-U3R-19-001, pages 60-61 FY 2019-20 Local HPP Work Plan, Capability 3, Objective 2, Activity 1 2017-2022 Health Care Preparedness and Response Capabilities, page 34 2017-2022 Hospital Preparedness Program, Performance Measures, Performance Measure 5, page 15-16</p>	

	3	<p>EMS will participate in the annual SWMHE.</p> <p><i>FY 20-21 Canceled.</i></p> <p><i>FY 21-22 Canceled.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 60-61</i> <i>FY 2019-20 Local HPP Work Plan, Capability 3, Objective 2, Activity 1</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 34</i> <i>2017-2022 Hospital Preparedness Program, Performance Measures, Performance Measure 5, page 15-16</i></p>	
	4	<p>EMS will participate in the SWMHE to validate the CDPH's Crisis Standards of Care CONOPS in FY 2022-23.</p> <p><i>FY 21-22 Continue to work on this activity and deliverable and report.</i></p> <p>Reference: <i>ASPR HPP FOA EP-U3R-19-001, pages 60-61</i> <i>FY 2019-20 Local HPP Work Plan, Capability 3, Objective 2, Activity 1</i> <i>2017-2022 Health Care Preparedness and Response Capabilities, page 34</i> <i>2017-2022 Hospital Preparedness Program, Performance Measures, Performance Measure 5, page 15-16</i></p>	
Activities	5		
	6		
	7		
Outputs from the planned activities			
	1	HCCs will provide after action reports (AARs) and improvement plans (IPs) (Activities 3.1-3.4).	
Outputs	2		
	3		
	4		
Notes	1		

health care
agency,
use. When an
item's transition to
as soon as

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

						3 FY 2023-24	
Estimated Completion	4 MY Report		5 YE Report		Notes	FY 2023-24 Activity Type	Estimated Completion
	Status	Primary Barrier	Status	Primary Barrier			

					3 FY 2024-25					
4 MY Report		5 YE Report		Notes	FY 2024-25	Estimate	4 MY Report		5 YE Report	
Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier

					3 FY 2024-25					
4 MY Report		5 YE Report		Notes	FY 2024-25	Estimated	4 MY Report		5 YE Report	
Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier

					3 FY 2024-25					
4 MY Report		5 YE Report		Notes	FY 2024-25	Estimated	4 MY Report		5 YE Report	
Status	Primary Barrier	Status	Primary Barrier				Status	Primary Barrier	Status	Primary Barrier

3 FY 2025-26							3 FY 2026-27					
Notes	FY 2025-26	Estimate	4 MY Report		5 YE Report		Notes	FY 2026-27	Estimate	4 MY Report		5 YE R
			Status	mary Bar	Status	mary Bar				Status	mary Bar	Status

		3 FY 2025-26						3 FY 2026-27					
Notes	FY 2025-26	Estimate	4 MY Report		5 YE Report		Notes	FY 2026-27	Estimate	4 MY Report		5 YE R	
			Status	mary Bar	Status	mary Bar				Status	mary Bar	Status	

3 FY 2025-26							3 FY 2026-27						
Notes	FY 2025-26	Estimate	4 MY Report		5 YE Report		Notes	FY 2026-27	Estimate	4 MY Report		5 YE R	
			Status	mary Bar	Status	mary Bar				Status	mary Bar	Status	

Application

Known Gaps¹

Known Gaps

Classify Activity²

Sustain

Build

Fiscal Year (FY) Activity³

Plan/Develop

Organize/Equip

Train

Exercise

Evaluate/Improve

Updating

Not Applicable

Estimated Completion³

This fiscal year by Q2

This fiscal year by Q4

Continuous

Out year

Not Applicable

Reporting

Status⁴⁻⁵

Complete

In progress, on schedule

In progress, off schedule
Not Started
Canceled

Primary Barrier⁴⁻⁵

None
Lack of Funding
Lack of Personnel
Administrative
Time Constraint
Waiting on EPO
Real Event
Other, provide in the *Notes*
section.

Definitions

Enter gaps identified from jurisdictional Capabilities Planning Guide (CPGs) survey, trainings, exercises, real events, after action reports and/or improvement plans that you want to resolve during the fiscal

A capability is built and ready for an emergency and/or disaster. Sustainment is working through the preparedness cycle; train, exercise, evaluate and improve in order to retain the ability and improve based on current jurisdictional hazards.

A capability is incomplete. Building activities include research, development, identifying key partners and stakeholders, establishing relationships, defining roles, responsibilities, draft, public comment, etc..

Strategic and operational planning establishes priorities, identifies expected levels of performance and capability requirements, provides the standard for assessing capabilities and helps stakeholders learn their roles. The planning elements identify what an organization's Standard Operating Procedures (SOPs) or Emergency Operations Plans (EOPs) should include for ensuring that contingencies are in place for delivering the capability during a large-scale disaster.

Organizing and equipping include identifying what competencies and skill sets people should possess and ensuring an organization has the correct personnel. Additionally, it includes identifying and acquiring standard equipment an organization may need to use in times of emergency.

Training with the knowledge, skills, and abilities needed to perform key tasks required during a specific emergency situation.

Exercises enable entities to identify strengths and incorporate them within best practices to sustain and enhance existing capabilities. They also provide an objective assessment of gaps and shortfalls within plans, policies and procedures to address areas for improvement prior to a real-world incident.

Exercises help clarify roles and responsibilities among different entities, improve inter-agency coordination and communications and identify needed resources and opportunities for improvement.

Quality improvement thru after action Reports (AARs), collecting lessons learned, develop improvement plans, and track corrective actions to address gaps and deficiencies identified in exercises or real-world events to continuously improve and strengthen preparedness.

Modernize, make current and/or include the most recent information.

Does not apply my jurisdiction. For example, a Public Health Lab, non CRI etc.

The activity will be complete by the end of the second quarter of the fiscal year.

The activity will be complete by the end of the fourth quarter of the fiscal year.

The activity occurs throughout the year.

Not working on the activity this fiscal year, it will be addressed in the future.

Does not apply my jurisdiction. For example, a Public Health Lab, non CRI etc.

The Activity has been fully executed/in place to satisfy all requirements.

This Activity is work in progress and will be completed by the Estimated Completion time.

This Activity is work in progress and will be not be completed/late by the Estimated Completion time.
No work has been done on this Activity.
This activity will not be finished/completed this FY.

No barriers to completing this Activity and corresponding Outputs.
In sufficient funding to complete this Activity and corresponding Outputs.
In sufficient staff or subject matter experts to complete this Activity and corresponding Outputs.
Jurisdictional administrative processes delayed and/or pushed back the the next FY this Activity.
Various factors limited the amount of time needed to complete this Activity. A few example, deadlines, w
Waiting on EPO to provide materials, resources or guidelines that impedes completion of this Activity.
Jurisdiction

Add additional information in the Notes section of this Activity.

Annual	Region I	less than 200,000
FY 2022-23	Region II	between 200,000 and
FY 2023-24	Region III	greater than 700,000
FY 2024-25	Region IV	
FY 2025-26	Region V	Q2
FY 2026-27	Region VI	Q3
	Multiple Regions	Q4

PHEP Budget

Attachment E

1)

2) Date:

3) Entity Name:	<input style="width: 95%; height: 20px;" type="text"/>
4) FY 22-23 Allocation	<input style="width: 95%; height: 20px;" type="text"/>
5) Indirect Cost based on:	<input style="width: 95%; height: 20px;" type="text"/>
6) Personnel Costs Rate:	<input style="width: 95%; height: 20px;" type="text"/>
Direct Costs Rate:	<input style="width: 95%; height: 20px;" type="text"/>

Budget Category	Total	% Allocation
Personnel	\$0.00	0%
Fringe	\$0.00	0%
Operating Expenses	\$0.00	0%
Equipment	\$0.00	0%
In State Travel	\$0.00	0%
Out of State Travel	\$0.00	0%
Subcontracts	\$0.00	0%
Other Costs	\$0.00	0%
Total Direct	\$0.00	0%
Total Indirect Cost	\$0.00	
Total Budget		\$0.00
Balance	\$0.00	

PHEP Budget

Attachment E

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0

Personnel												
UID	1) Position and Individual	2) FTE %	3) Time (months)	4) Annual Salary	5) Annual Fringe	Salary Cost	Fringe Cost	Cost	6) Domain	7) Domain Activity	8) Budget Justification	Fringe %
PP101				\$0.00	\$0.00	0.00	0.00	0.00				0
PP102				\$0.00	\$0.00	0.00	0.00	0.00				0
PP103				\$0.00	\$0.00	0.00	0.00	0.00				0
PP104				\$0.00	\$0.00	0.00	0.00	0.00				0
PP105				\$0.00	\$0.00	0.00	0.00	0.00				0
PP106				\$0.00	\$0.00	0.00	0.00	0.00				0
PP107				\$0.00	\$0.00	0.00	0.00	0.00				0
PP108				\$0.00	\$0.00	0.00	0.00	0.00				0
PP109				\$0.00	\$0.00	0.00	0.00	0.00				0
PP110				\$0.00	\$0.00	0.00	0.00	0.00				0
	Personnel	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		0.0%		
		FTE	Time			Salary	Fringe	Total Personnel		Fringe %		
Operating Expenses												
UID	1) Item	2) Domain	3) Domain Activity	4) Cost	5) Budget Justification							
POE101				\$0.00								
POE102				\$0.00								
POE103				\$0.00								
POE104				\$0.00								
POE105				\$0.00								
POE106				\$0.00								
POE107				\$0.00								
POE108				\$0.00								
POE109				\$0.00								
POE110				\$0.00								
OE111				\$0.00								
OE112				\$0.00								
OE113				\$0.00								
OE114				\$0.00								
OE115				\$0.00								
				\$0.00		Total Operating Expenses						
Equipment (Major)												
UID	1) Item	2) Domain	3) Domain Activity	4) Qty	5) Unit Price	Cost	6) Budget Justification					
PE101					\$0.00	0.00						
PE102					\$0.00	0.00						
PE103					\$0.00	0.00						

PHEP Budget

Attachment E

						0
PE104				\$0.00	0.00	
PE105				\$0.00	0.00	
PE106				\$0.00	0.00	
PE107				\$0.00	0.00	
PE108				\$0.00	0.00	
PE109				\$0.00	0.00	
PE110				\$0.00	0.00	
				0.0	\$0.00	
					Total Equipment	

PHEP Budget

Attachment E

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0

In State Travel						
UID	1) Travel Name	2) Domain	3) Domain Activity	4) Cost	5) Budget Justification	
PT101				\$0.00		
PT102				\$0.00		
PT103				\$0.00		
PT104				\$0.00		
PT105				\$0.00		
PT106				\$0.00		
PT107				\$0.00		
PT108				\$0.00		
PT109				\$0.00		
PT110				\$0.00		
				\$0.00		
Total In State Travel						
Out of State Travel						
UID	1) Travel Name	2) Domain	3) Domain Activity	4) Cost	5) Budget Justification	
POST101				\$0.00		
POST102				\$0.00		
POST103				\$0.00		
POST104				\$0.00		
POST105				\$0.00		
POST106				\$0.00		
POST107				\$0.00		
POST108				\$0.00		
POST109				\$0.00		
POST110				\$0.00		
				\$0.00		
Total Out of State Travel						
Subcontracts						
UID	1) Contract Name	2) FTE	3) Domain	4) Domain Activity	5) Cost	6) Budget Justification
PS101					\$0.00	
PS102					\$0.00	
PS103					\$0.00	
PS104					\$0.00	
PS105					\$0.00	
PS106					\$0.00	
PS107					\$0.00	
PS108					\$0.00	
PS109					\$0.00	
PS110					\$0.00	

PHEP Budget

Attachment E

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0

UID	1) Software and Licenses	2) Domain	3) Domain Activity	4) Cost	5) Budget Justification
P0101				\$0.00	
P0102				\$0.00	
P0103				\$0.00	
P0104				\$0.00	
P0105				\$0.00	
P0106				\$0.00	
P0107				\$0.00	
P0108				\$0.00	
P0109				\$0.00	
P0110				\$0.00	
	Software and Licenses			\$0.00	
	1) Training and Conference Registrations				
P0131				\$0.00	
P0132				\$0.00	
P0133				\$0.00	
P0134				\$0.00	
P0135				\$0.00	
P0136				\$0.00	
P0137				\$0.00	
P0138				\$0.00	
P0139				\$0.00	
P0140				\$0.00	
	Training and Conference Registrations			\$0.00	
	1) Training and Exercise Materials				
P0161				\$0.00	
P0162				\$0.00	
P0163				\$0.00	
P0164				\$0.00	
P0165				\$0.00	
P0166				\$0.00	
P0167				\$0.00	
P0168				\$0.00	
P0169				\$0.00	
P0170				\$0.00	
	Training and Exercise Materials			\$0.00	
	1) Maintenance Agreements				
P0191				\$0.00	
P0192				\$0.00	
P0193				\$0.00	
P0194				\$0.00	
P0195				\$0.00	

PHEP Budget

Attachment E

0					0
P0196				\$0.00	
P0197				\$0.00	
P0198				\$0.00	
P0199				\$0.00	
P0200				\$0.00	
Maintenance Agreements				\$0.00	
				\$0.00	
Total Other					
Total Direct				\$0.00	
Total Indirect				\$0.00	
Total				\$0.00	

HPP Budget

Attachment F

1) **HPP Budget** 2) Date:

3) Entity Name:	<input style="width: 100%;" type="text"/>
4) FY 22-23 Allocation	<input style="width: 100%;" type="text"/>
5) Indirect Cost based on:	<input style="width: 100%;" type="text"/>
6) Personnel Costs Rate:	<input style="width: 100%;" type="text"/>
Direct Costs Rate:	<input style="width: 100%;" type="text"/>

Budget Category	Total	% Allocation
Personnel	\$0.00	0%
Fringe	\$0.00	0%
Operating Expenses	\$0.00	0%
Equipment	\$0.00	0%
In State Travel	\$0.00	0%
Out of State Travel	\$0.00	0%
Subcontracts	\$0.00	0%
Other Costs	\$0.00	0%
Total Direct	\$0.00	0%
Total Indirect Cost	\$0.00	
Total Budget	\$0.00	
Balance	\$0.00	

HPP Budget

Attachment F

0

Personnel								
UID	1) Position and Individual	2) FTE %	3) Time (months)	4) Annual Salary	5) Annual Fringe	Salary Cost	Fringe Cost	Cost
HP101				\$0.00	\$0.00	0.00	0.00	0.00
HP102				\$0.00	\$0.00	0.00	0.00	0.00
HP103				\$0.00	\$0.00	0.00	0.00	0.00
HP104				\$0.00	\$0.00	0.00	0.00	0.00
HP105				\$0.00	\$0.00	0.00	0.00	0.00
HP106				\$0.00	\$0.00	0.00	0.00	0.00
HP107				\$0.00	\$0.00	0.00	0.00	0.00
HP108				\$0.00	\$0.00	0.00	0.00	0.00
HP109				\$0.00	\$0.00	0.00	0.00	0.00
HP110				\$0.00	\$0.00	0.00	0.00	0.00
HP111				\$0.00	\$0.00	0.00	0.00	0.00
HP112				\$0.00	\$0.00	0.00	0.00	0.00
HP113				\$0.00	\$0.00	0.00	0.00	0.00
HP114				\$0.00	\$0.00	0.00	0.00	0.00
HP115				\$0.00	\$0.00	0.00	0.00	0.00
	Personnel	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		FTE	Time			Salary	Fringe	Total Personnel
Operating Expenses								
UID	1) Item	2) Capability	3) Objective	4) Cost				
HOE101				\$0.00				
HOE102				\$0.00				
HOE103				\$0.00				
HOE104				\$0.00				
HOE105				\$0.00				
HOE106				\$0.00				
HOE107				\$0.00				

HPP Budget

Attachment F

0

HOE108				\$0.00
HOE109				\$0.00
HOE110				\$0.00
HOE111				\$0.00
HOE112				\$0.00
HOE113				\$0.00
HOE114				\$0.00
HOE115				\$0.00
				\$0.00
				Total Operating

HPP Budget

Attachment F

0

Equipment (Major)						
UID	1) Item	2) Capability	3) Objective	4) Qty	5) Unit Price	Cost
HE101					\$0.00	0.00
HE102					\$0.00	0.00
HE103					\$0.00	0.00
HE104					\$0.00	0.00
HE105					\$0.00	0.00
HE106					\$0.00	0.00
HE107					\$0.00	0.00
HE108					\$0.00	0.00
HE109					\$0.00	0.00
HE110					\$0.00	0.00
				0.0		\$0.00
Total Equipment						
In State Travel						
UID	1) Travel Name	2) Capability	3) Objective	4) Cost		
HT101				\$0.00		
HT102				\$0.00		
HT103				\$0.00		
HT104				\$0.00		
HT105				\$0.00		
HT106				\$0.00		
HT107				\$0.00		
HT108				\$0.00		
HT109				\$0.00		
HT110				\$0.00		
					\$0.00	
Total In State T						
Out of State Travel						
UID	1) Travel Name	2) Capability	3) Objective	4) Cost		

HPP Budget

Attachment F

0

HOST101				\$0.00
HOST102				\$0.00
HOST103				\$0.00
HOST104				\$0.00
HOST105				\$0.00
HOST106				\$0.00
HOST107				\$0.00
HOST108				\$0.00
HOST109				\$0.00
HOST110				\$0.00
				\$0.00
				Total Out of St:

HPP Budget

Attachment F

0

Subcontracts					
UID	1) Contract Name	2) FTE	3) Capability	4) Objective	5) Cost
HS101					\$0.00
HS102					\$0.00
HS103					\$0.00
HS104					\$0.00
HS105					\$0.00
HS106					\$0.00
HS107					\$0.00
HS108					\$0.00
HS109					\$0.00
HS110					\$0.00
					\$0.00
					Total Subcontr
Other					
UID	1) Software and Licenses	2) Capability	3) Objective	4) Cost	
HO101					\$0.00
HO102					\$0.00
HO103					\$0.00
HO104					\$0.00
HO105					\$0.00
HO106					\$0.00
HO107					\$0.00
HO108					\$0.00
HO109					\$0.00
HO110					\$0.00
					Software and Licenses \$0.00
	1) Training and Conference Registrations	2) Capability	3) Objective	4) Cost	
HO131					\$0.00
HO132					\$0.00
HO133					\$0.00

HPP Budget

Attachment F

0

HO134				\$0.00
HO135				\$0.00
HO136				\$0.00
HO137				\$0.00
HO138				\$0.00
HO139				\$0.00
HO140				\$0.00
Training and Conference Registrations				\$0.00

HPP Budget

Attachment F

0

1) Training and Exercise Materials		2) Capability	3) Objective	4) Cost
HO161				\$0.00
HO162				\$0.00
HO163				\$0.00
HO164				\$0.00
HO165				\$0.00
HO166				\$0.00
HO167				\$0.00
HO168				\$0.00
HO169				\$0.00
HO170				\$0.00
Training and Exercise Materials				\$0.00
Maintenance Agreements		2) Capability	3) Objective	4) Cost
HO191				\$0.00
HO192				\$0.00
HO193				\$0.00
HO194				\$0.00
HO195				\$0.00
HO196				\$0.00
HO197				\$0.00
HO198				\$0.00
HO199				\$0.00
HO200				\$0.00
Maintenance Agreements				\$0.00
Total Other				\$0.00
Total Direct				\$0.00
Total Indirect				\$0.00
Total				\$0.00

HPP Budget

Attachment F

6) Capability	7) Objective	8) Budget Justification	Fringe %
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
			0
5) Budget Justification			6) Facility

HPP Budget

Attachment F

6) Budget Justification	7) Facility
nt	
5) Budget Justification	6) Facility
ravel	
5) Budget Justification	6) Facility

HPP Budget

Attachment F

ate Travel	

HPP Budget

Attachment F

5) Budget Justification & Facility		6) Facility	
acts			
5) Budget Justification & Facility		6) Facility	
5) Budget Justification & Facility		6) Facility	

HPP Budget

Attachment F

0

Facilities

UID	Facility Name
A	
B	
C	
D	
E	
F	
G	
H	
I	
J	
K	
L	
M	
N	
O	
P	
Q	
R	
S	
T	
U	
V	
W	
X	
Y	
Z	
AA	
AB	
AC	
AD	
AE	
AF	
AG	
AH	
AI	
AJ	
AK	
AL	
AM	
AN	
AO	
AP	
AQ	
AR	
AS	
AT	
AU	

UID	Facility Name
AV	
AW	
AX	
AY	
AZ	
BA	
BB	
BC	
BD	
BE	
BF	
BG	
BH	
BI	
BJ	
BK	
BL	
BM	
BN	
BO	
BP	
BQ	
BR	
BS	
BT	
BU	
BV	
BW	
BX	
BY	
BZ	
CA	
CB	
CC	
CD	
CE	
CF	
CG	
CH	
CI	
CJ	
CK	
CL	
CM	
CN	
CO	
CP	

DRAFT

Pan Flu Budget

Attachment G

1) **Pan Flu**

2) Date:

3) Entity Name:	<input type="text"/>
4) FY 22-23 Allcoation	<input type="text"/>
5) Indirect Cost based on:	<input type="text"/>
6) Personnel Costs Rate:	<input type="text"/>
Direct Costs Rate:	<input type="text"/>

Budget Category	Total	% Allocation
Personnel	\$0.00	0%
Fringe	\$0.00	0%
Operating Expenses	\$0.00	0%
Equipment	\$0.00	0%
In State Travel	\$0.00	0%
Out of State Travel	\$0.00	0%
Subcontracts	\$0.00	0%
Other Costs	\$0.00	0%
Total Direct	\$0.00	0%
Total Indirect Cost	\$0.00	
Total Budget	\$0.00	
Balance	\$0.00	

Pan Flu Budget

Attachment G

0

Personnel							
UID	1) Position and Individual	2) FTE %	3) Time (months)	4) Annual Salary	5) Annual Fringe	Salary Cost	Fringe Cost
FP101				\$0.00	\$0.00	0.00	0.00
FP102				\$0.00	\$0.00	0.00	0.00
FP103				\$0.00	\$0.00	0.00	0.00
FP104				\$0.00	\$0.00	0.00	0.00
FP105				\$0.00	\$0.00	0.00	0.00
FP106				\$0.00	\$0.00	0.00	0.00
FP107				\$0.00	\$0.00	0.00	0.00
FP108				\$0.00	\$0.00	0.00	0.00
FP109				\$0.00	\$0.00	0.00	0.00
FP110				\$0.00	\$0.00	0.00	0.00
FP111				\$0.00	\$0.00	0.00	0.00
FP112				\$0.00	\$0.00	0.00	0.00
FP113				\$0.00	\$0.00	0.00	0.00
FP114				\$0.00	\$0.00	0.00	0.00
FP115				\$0.00	\$0.00	0.00	0.00
	Personnel	0.00 FTE	0.00 Time	\$0.00	\$0.00	\$0.00 Salary	\$0.00 Fringe
Operating Expenses							
UID	1) Item			2) Objective	3) Activity		
FOE101							
FOE102							
FOE103							
FOE104							
FOE105							
FOE106							
FOE107							
FOE108							
FOE109							

0

Equipment (Major)					
UID	1) Item	2) Objective	3) Activity	4) Qty	5) Unit Price
FE101					\$0.00
FE102					\$0.00
FE103					\$0.00
FE104					\$0.00
FE105					\$0.00
FE106					\$0.00
FE107					\$0.00
FE108					\$0.00
FE109					\$0.00
FE110					\$0.00
				0.0	
In State Travel					
UID	1) Travel Name	2) Objective	3) Activity		
FT101					
FT102					
FT103					
FT104					
FT105					
FT106					
FT107					
FT108					
FT109					
FT110					

0

Out of State Travel				
UID	1) Travel Name	2) Objective	3) Activity	
FOST101				
FOST102				
FOST103				
FOST104				
FOST105				
FOST106				
FOST107				
FOST108				
FOST109				
FOST110				
Subcontracts				
UID	1) Contract Name	2) FTE	3) Objective	4) Activity
FS101				
FS102				
FS103				
FS104				
FS105				
FS106				
FS107				
FS108				
FS109				
FS110				

0

Other			
UID	1) Software and Licenses	2) Objective	3) Activity
F0101			
F0102			
F0103			
F0104			
F0105			
F0106			
F0107			
F0108			
F0109			
F0110			
		Software and Licenses	
	1) Training and Conference Registrations	2) Objective	3) Activity
F0131			
F0132			
F0133			
F0134			
F0135			
F0136			
F0137			
F0138			
F0139			
F0140			
		Training and Conference Registrations	

Pan Flu Budget

0

1) Training and Exercise Materials		2) Objective	3) Activity
F0161			
F0162			
F0163			
F0164			
F0165			
F0166			
F0167			
F0168			
F0169			
F0170			
		Training and Exercise Materials	
1) Maintenance Agreements		2) Objective	3) Activity
F0191			
F0192			
F0193			
F0194			
F0195			
F0196			
F0197			
F0198			
F0199			
F0200			
		Maintenance Agreements	

Total Direct

Total Indirect

Total

Pan Flu Budget

Attachment G

Cost	6) Objective	7) Activity	8) Budget Justification	Fringe %
0.00				0
0.00				0
0.00				0
0.00				0
0.00				0
0.00				0
0.00				0
0.00				0
0.00				0
0.00				0
0.00				0
0.00				0
0.00				0
0.00				0
0.00				0
0.00				0
0.00				0
0.00				0
\$0.00	0.0%			
Total Personnel	Fringe %			
4) Cost	5) Budget Justification			
\$0.00				
\$0.00				
\$0.00				
\$0.00				
\$0.00				
\$0.00				
\$0.00				
\$0.00				
\$0.00				
\$0.00				

Pan Flu Budget

Attachment G

Cost	6) Budget Justification
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
0.00	
\$0.00	
Total Equipment	
4) Cost	5) Budget Justification
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
Total In State Travel	

Pan Flu Budget

Attachment G

4) Cost	5) Budget Justification
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
Total Out of State Travel	
5) Cost	6) Budget Justification
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
Total Subcontracts	

Pan Flu Budget

Attachment G

4) Cost	5) Budget Justification
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
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\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	

Budget Personnel Summary

Attachment H

UID	1) TITLE/NAME	FTE Percentage and Time (Months)										4) Annual Salary (does not include Fringe)	5) Salary Revision (mm/dd/yy)		
		2) PHEP Time (mo)	3) PHEP FTE %	2) LABS Time (mo)	3) LABS FTE %	2) CRI Time (mo)	3) CRI FTE %	2) HPP Time (mo)	3) HPP FTE %	2) Pan Flu Time (mo)	3) Pan Flu FTE %			TOTAL	
PS101													0.00%		
PS102													0.00%		
PS103													0.00%		
PS104													0.00%		
PS105													0.00%		
PS106													0.00%		
PS107													0.00%		
PS108													0.00%		
PS109													0.00%		
PS110													0.00%		
PS111													0.00%		
PS112													0.00%		
PS113													0.00%		
PS114													0.00%		
PS115													0.00%		
PS116													0.00%		
PS117													0.00%		
PS118													0.00%		
PS119													0.00%		
PS120													0.00%		
Totals			0.00%		0.00%		0.00%		0.00%		0.00%		0.00%		
		Total PHEP	Total HPP	Total Pan Flu											
EPO Use Only		0.00%	0.00%	0.00%											

Local Entity Contact Information

Local Entity Name	
--------------------------	--

Pandemic Influenza (Pan Flu)				
Pan Flu Positions	Name	Address	Telephone Number	E-mail Address
Pandemic Influenza Coordinator				
Fiscal Contact				

Public Health Emergency Preparedness (PHEP)				
PHEP Positions	Name	Address	Telephone Number	E-mail Address
Health Officer				
Health Executive				
PHEP Coordinator				
SNS Coordinator				
Epidemiologist				
MHOAC (Primary)				
MHOAC (Alternate)				
Lab Director				
Lab Emergency Contact				
CAHAN Coordinator (Primary)				
CAHAN Coordinator (Alternate)				
Statewide Exercise Coordinator				
Fiscal Contact				
Public Information Officer (PIO)				

Hospital Preparedness Program	
HCC Name	
HCC County(ies)	

HPP Positions	Name	Address	Telephone Number	E-mail Address
HPP Coordinator				
Coalition Coordinator				
LEMSA Coordinator				
MHOAC (Primary)				
MHOAC (Alternate)				
CAHAN Coordinator (Primary)				
CAHAN Coordinator (Alternate)				
Statewide Exercise Coordinator				
Fiscal Contact				
DHV Coordinator				

Submit

GOVERNMENT AGENCY TAXPAYER ID FORM

The principal purpose of the information provided is to establish the unique identification of the government entity.

Instructions: You may submit one form for the principal government agency and all subsidiaries sharing the same TIN. Subsidiaries with a different TIN must submit a separate form. Fields bordered in red are required. Please print the form to sign prior to submittal. You may email the form to: GovSuppliers@cdph.ca.gov or fax it to (916) 650-0100, or mail it to the address above.

Principal
Government
Agency Name

Remit-To
Address (Street
or PO Box)

City:	State:	Zip Code+4:
Government Type:	<input type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> Special District <input type="checkbox"/> Federal <input type="checkbox"/> Other (Specify) <input style="width: 150px; height: 15px;" type="text"/>	Federal Employer Identification Number (FEIN) <input style="width: 100px; height: 15px;" type="text"/>

List other subsidiary Departments, Divisions or Units under your principal agency's jurisdiction who share the same FEIN and receives payment from the State of California.

FI\$Cal ID# <small>(if known)</small>	<input style="width: 100%; height: 20px;" type="text"/>	Dept/Division/Unit Name	<input style="width: 100%; height: 20px;" type="text"/>	Complete Address	<input style="width: 100%; height: 20px;" type="text"/>
FI\$Cal ID# <small>(if known)</small>	<input style="width: 100%; height: 20px;" type="text"/>	Dept/Division/Unit Name	<input style="width: 100%; height: 20px;" type="text"/>	Complete Address	<input style="width: 100%; height: 20px;" type="text"/>
FI\$Cal ID# <small>(if known)</small>	<input style="width: 100%; height: 20px;" type="text"/>	Dept/Division/Unit Name	<input style="width: 100%; height: 20px;" type="text"/>	Complete Address	<input style="width: 100%; height: 20px;" type="text"/>
FI\$Cal ID# <small>(if known)</small>	<input style="width: 100%; height: 20px;" type="text"/>	Dept/Division/Unit Name	<input style="width: 100%; height: 20px;" type="text"/>	Complete Address	<input style="width: 100%; height: 20px;" type="text"/>

Contact Person	<input style="width: 100%; height: 15px;" type="text"/>	Title	<input style="width: 100%; height: 15px;" type="text"/>	
Phone number	<input style="width: 150px; height: 15px;" type="text"/>	E-mail address	<input style="width: 200px; height: 15px;" type="text"/>	
Signature	<input style="width: 450px; height: 20px;" type="text"/>		Date	<input style="width: 50px; height: 15px;" type="text"/>

California Department of Public Health
Emergency Preparedness Office (EPO)
Corrective Action Plan (CAP) Preparation Instructions

General Instructions: The instructions below have been prepared to assist you in developing your Corrective Action Plan (CAP) for the findings that were made during your Audit. The Final Audit Report was issued to you by the California Department of Public Health, Office of Compliance--Grant Compliance Unit (GCU), which disclosed findings that require corrective action and were stated in terms of "recommendations" by the auditor(s) in the Final Audit Report. These preparation instructions will apply both to the Hospital Preparedness (HPP) and the Public Health Emergency Preparedness (PHEP) Program audits. Each audit finding must be addressed separately.

Your CAP must be prepared and completed using the Final Audit Report. List all findings made using the CAP template provided in this document. The draft CAP must be submitted to EPO for review and approval no later than thirty (30) days after receipt of the CAP template and instructions. Audit findings must be resolved no later than six (6) months after receiving the Final Audit Report. Extensions to this deadline may be granted by your Contract Manager on a case-by-case basis.

CAP Template Completion Instructions :

Upon receipt of these instructions and template, it is recommended that you save a copy of the template to your hard-drive to simplify preparation and for future reference.

COUNTY: (insert County name)

Implementation Schedule Date: Enter the date, month, and year you intend to "activate" CAP activities. Please keep in mind that all activities must be completed/resolved within six (6) months from the date the Final Audit Report was issued. This date may be an estimate of the date of implementation.

Program (PHEP/HPP): A CAP must be prepared for each audited program that had fiscal findings. Please note a separate CAP is required for each audited program; this template includes a tab for each program.

Audit Period FY: Indicate the fiscal year for which the audit was conducted. If the audit included a grant period that was extended, the fiscal year should be displayed as follows: FY 2018/19-20. The month and date are not required in this block.

Contact Information: Enter current contact information for the person who is responsible for tracking CAP activities.

Audit Information: Complete the first three (3) columns using the information within the Final Audit Report. Once those columns have been finalized, you will then complete the remaining columns to ensure that your CAP will not be returned as incomplete. If you are unable to locate the Final Audit Report, you may contact your Contract Manager and request an additional copy.

Audit Category: Listed as the sub-header for each finding, such as "Finding #1 -Sub-contract not provided to CDPH," "Finding #2 -Trust Fund", "Finding #3 -.....," etc. These sub-headers are listed in the report's "Executive Summary" and as the sub-headers in the "Findings and Recommendations" section of the Audit Report. For each finding that includes an auditor recommendation, place this sub-heading in the "Audit Category" column exactly as indicated in the Final Audit Report.

Finding: For each finding that includes an auditor recommendation, summarize the auditor's discussion in this section. In summarizing, do not change the context of the finding, but briefly discuss the auditor's disclosure of the finding. At the end of the discussion, provide the page number in the Final Audit Report where the finding is listed. Copying the "Condition" of the report finding will suffice as a summary for the CAP Finding.

Audit Recommendation: Each finding that requires corrective action will include an auditor recommendation for resolution indicated by an underlined sub-heading entitled "Recommendation" for each finding of the report. Summarize this recommendation as appropriate and place the summary in the "Audit Recommendation" block. Generally, copying the "Recommendation" of each report finding is the easiest and most accurate answer for the CAP's "Audit Recommendation" column.

Corrective Action Taken: The County must provide a detailed, yet concise discussion of the intended action(s) either planned, underway, or completed to resolve this specific finding. The discussion must differentiate between actions completed, contemplated, or not completed. Additionally, the County must provide a clear discussion regarding the measures taken to assure that this finding will not recur in the future with subsequent CDPH/EPO-funded programs/grants. Source and/or confirming documentation must be maintained and made available upon CDPH/EPO and CDPH/GCU request.

Estimated Completion Date: Insert the date the County anticipates this specific finding will be resolved. The date should be realistic and flexible as it reflects how difficult or less so it is to resolve the finding. Extensions of this estimated completion date may be requested through the County's EPO Contract Manager. Approvals will be determined on a case-by-case basis. EPO determinations are final.

Actual Completion Date: Insert the date the finding has been resolved. This block is left empty until an updated CAP is submitted to the EPO Contract Manager for review and approval. This block is only completed once and within the allotted six-month audit resolution period. Assure source documentation is maintained on each finding to confirm that the finding has been resolved. In order for the CAP to be accepted as complete, there must be a completion date.

Finding Resolved (Yes/No): This block reflects whether the finding has been completely resolved or not; future updates will be required until the finding is resolved. "Yes" is meant to convey that the finding has been resolved within the estimated or actual completion date. A "No" response conveys that the finding remains an open item within the County's CAP and further reporting will be required. Any additional time needed to resolve and report efforts of resolving the finding must be requested in writing to the EPO Contract Manager representing the County's region.

Reporting Requirements for Unresolved Audit Findings: Counties with unresolved audit findings must use this CAP template to provide written audit resolution updates to CDPH/EPO Contract Managers during scheduled mid-year and year-end reporting periods. In some instances, these reporting requirements may be sooner, depending on the County's due date for the mid-year and year-end progress reports. Should there be a variance between required program reporting and CAP updates, consult with your Contract Manager concerning a modified update reporting schedule. This reporting requirement will become an additional reporting requirement for future CDC and HPP grant award periods. All audit findings are reportable activities until the finding is resolved.

Submission of CAPs for Review and Approval: CAPs will be submitted via email to your CDPH/EPO Contract Manager - Local Emergency Preparedness Section.

Please direct all questions regarding the CAP to your Contract Manager

*California Department of Public Health
Emergency Preparedness Office (EPO)
Corrective Action Plan*

COUNTY:						
<i>Implementation Schedule Date:</i>		<i>Program:</i>	<i>PHEP</i>	<i>Audit Period: FY</i>		
CONTACT INFORMATION						
<i>Contact Name & Position:</i>		<i>Contact Organization:</i>		<i>Address:</i>		
<i>Phone Number:</i>		<i>Email Address:</i>				
<i>Audit Category</i>	<i>Finding</i>	<i>Audit Recommendation</i>	<i>Corrective Action Taken</i>	<i>Estimated Completion Date</i>	<i>Actual Completion Date</i>	<i>Finding Resolved (YES/NO)</i>

*California Department of Public Health
Emergency Preparedness Office (EPO)
Corrective Action Plan*

COUNTY:						
<i>Implementation Schedule Date:</i>		<i>Program:</i>	<i>HPP</i>	<i>Audit Period: FY</i>		
CONTACT INFORMATION						
<i>Contact Name & Position:</i>		<i>Contact Organization:</i>		<i>Address:</i>		
<i>Phone Number:</i>		<i>Email Address:</i>				
<i>Audit Category</i>	<i>Finding</i>	<i>Audit Recommendation</i>	<i>Corrective Action Taken</i>	<i>Estimated Completion Date</i>	<i>Actual Completion Date</i>	<i>Finding Resolved (YES/NO)</i>

INVENTORY DISPOSAL SCHEDULE <i>(See Reverse for Instructions)</i> <i>(See FAR 52.245 - 1 (j))</i>	1. TYPE <i>(Check block(s) where applicable)</i> <input type="checkbox"/> TERMINATION INVENTORY <input type="checkbox"/> FINAL SCHEDULE	2. SCHEDULE REFERENCE NUMBER	PAGE NUMBER	NUMBER OF PAGES	OMB Control Number: 9000-0075 Expiration Date: 4/30/2022
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Paperwork Reduction Act Statement - This information collection meets the requirements of 44 U.S.C. § 3507, as amended by section 2 of the Paperwork Reduction Act of 1995. You do not need to answer these questions unless we display a valid Office of Management and Budget (OMB) control number. The OMB control number for this collection is 9000-0075. We estimate that it will take 2 hours to read the instructions, gather the facts, and answer the questions. Send only comments relating to our time estimate, including suggestions for reducing this burden, or any other aspects of this collection of information to: U.S. General Services Administration, Regulatory Secretariat Division (M1V1CB), 1800 F Street, NW, Washington, DC 20405.

3. PRIME CONTRACT NUMBER	4. SUBCONTRACTOR/PURCHASE ORDER NUMBER	5. CONTRACT TYPE	6. TERM DOCKET NUMBER	7. TOTAL LINE ITEMS	8. TOTAL ACQUISITION COST
9a. CAGE CODE		9b. PRIME CONTRACTOR <i>(Point of Contact)</i>		10a. CAGE CODE	
				10b. SUBCONTRACTOR <i>(Point of Contact)</i>	
9c. STREET ADDRESS			10c. STREET ADDRESS		
9d. CITY, STATE, AND ZIP CODE			10d. CITY, STATE, AND ZIP CODE		
11a. LOCATION OF PROPERTY		11b. POINT OF CONTACT FOR PROPERTY		12. PRODUCT COVERED BY CONTRACT/ORDER	

13. ITEM NUMBER	14. ITEM DESCRIPTION	15. GOVERNMENT FURNISHED/ CONTRACTOR ACQUIRED	16. DML (DEMILITARIZATION) CODE	17. PROPERTY CLASSIFICATION	18. GOVERNMENT PART OR DRAWING NUMBER AND REVISION NUMBER	19. CONDITION CODE	20. QUANTITY	21. UNIT OF MEASURE	22. COST		23. CONTRACTOR'S OFFER
									UNIT (a)	TOTAL (b)	

24a. SIGNATURE OF CONTRACTOR SUBMITTING SCHEDULE	24b. NAME OF CONTRACTOR SUBMITTING SCHEDULE	24c. TITLE	24d. DATE
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INSTRUCTIONS

The Contractor shall submit all schedules to the Plant Clearance Officer.

Manual submissions. Prepare a separate schedule for items in each property classification (block 17) and a separate schedule for scrap. Submit an original and 2 copies of each scrap schedule and continuation sheet (SF 1429). For other schedules, an original and 7 copies are required.

Electronic submissions. Group all items of the same property classification. Submit separate schedules for scrap.

General instructions.

BLOCKS 1, 2 & 4 - Self-explanatory.

BLOCK 3 - PRIME CONTRACT NO. (For contract modifications and BOAs). If the property applies solely to one contract modification indicate the modification number after the contract number. For task orders and orders under basic ordering agreements, enter the contract number or BOA number followed by the order number under which the property is accountable.

BLOCK 5 - CONTRACT TYPE. Use one of the following codes:

- J - Fixed-Price
- O - Other
- S - Cost-Reimbursement
- Y - Time-and-Material
- Z - Labor-Hour
- 9 - Task Order Contracts and Orders under Basic Ordering Agreements (BOAs)

BLOCKS 6 - 8 - Self-explanatory.

BLOCKS 9a and 10a - CAGE CODE. Enter the Commercial and Government Entity code when applicable.

BLOCKS 9b-d, 10b-d, and 11a-13 - Self-explanatory.

BLOCK 14 - ITEM DESCRIPTION. Describe each item in sufficient detail to permit the Government to determine its appropriate disposition. Scrap may be described as a lot including metal content, estimated weight and estimated acquisition cost. For all other property, provide the information required by FAR 52.245 - 1 (f)(1)(iii). List the national stock number (NSN) first. For the following, also provide:

- Special tooling and special test equipment.** Identify each part number with which the item is used.
- Computers, components thereof, peripheral and related equipment.** The manufacturer's name, model and serial number, and date manufactured.
- Work in process.** The estimated percentage of completion.
- Precious metals.** The metal type and estimated weight.
- Hazardous material or property contaminated with hazardous material.** The type of hazardous material.

Metals in mill product form. The form, shape, treatments, hardness, temper, specification (commercial or Government), and dimensions (thickness, width, and length).

BLOCK 15 - GOVERNMENT FURNISHED/CONTRACTOR ACQUIRED. Per line item, enter one of the following:

- GF - Government furnished
- CA - Contractor acquired

BLOCK 16 - DML CODE. (Demilitarization code). If applicable, enter the code specified in DoD 4160.21-M-1.

BLOCK 17 - PROPERTY CLASSIFICATION. Use one of the following classifications for each line item:

- EQ - Equipment
- M - Material
- STE - Special test equipment
- ST - Special tooling

In addition, when applicable, list one of the following sub classifications for each line item below the property classification:

- COM - Computers, peripherals, etc.
- AAE - Arms, ammunition and explosives
- PM - Precious metals
- HAZ - Hazardous materials
- ME - Metals in mill product form
- WIP - Work in process
- CL - Classified

BLOCK 18 - Self-Explanatory.

BLOCK 19 - CONDITION CODE. Assign one of the following codes to each item:

- Code 1.** Property which is in new condition or unused condition and can be used immediately without modifications or repairs.
- Code 4.** Property which shows some wear, but can be used without significant repair.
- Code 7.** Property which is unusable in its current condition but can be economically repaired.
- Code X.** Property which has value in excess of its basic material content, but repair or rehabilitation is impractical and/or uneconomical.
- Code S.** Property has no value except for its basic material content.

BLOCKS 20 - 22 - Self-explanatory.

BLOCK 23 - CONTRACTOR'S OFFER. The Contractor's offer to purchase the item if it survives screening.

Laboratory Training and Assistance Application

Laboratory training and assistance awards for Public Health Emergency Preparedness (PHEP) must be submitted to CDPH Emergency Preparedness Office (EPO) by **May 20, 2022** via email to LHBTProg@cdph.ca.gov cc: katya.ledin@cdph.ca.gov and CAPHLD.documents@gmail.com. EPO, in conjunction with the California Association of Public Health Laboratory Directors Executive Committee (CAPHLD EC) and the Office of the State Public Health Laboratory Director (OSPHLD) shall process all received applications. The CAPHLD EC recommendations for funding will be made to EPO who administer the agreement and funding for this award.

There is \$406,500 available in laboratory (lab) training awards to Local Health Department (LHD) Reference and Sentinel Labs for training of Public Health Microbiologists (PHM). Refer to Funding Guidance for a list of labs. The funding available breaks down as follows:

- Lab Training Funds of \$30,000 each, only 12 available
- Lab Training Assistance of \$15,500 each, only 3 available

Lab Training Funds

This funding is in support of PHM trainees and limited training supplies. The application criteria are:

- Each LHD lab's trainee applicant must be approved by CDPH Laboratory Field Services (LFS)
- The applicant LHD lab must be approved by CDPH LFS for PHM training, and
- The LHD lab providing the PHM training and applying for the funds must provide a training schedule that is within the Federal budgeting cycle of July 1, 2022 to June 30, 2023.

Applying

To apply for the Lab Training Funds complete and submit the documents below to the Emergency Preparedness Office (EPO) via email to LHBTProg@cdph.ca.gov cc: katya.ledin@cdph.ca.gov and CAPHLD.documents@gmail.com.

The email must contain the following:

Email Subject: County Name FY22-23 PHEP Application – Lab Training & Assistance

Attachments:

1. Letter to EPO – see page 3, complete highlighted text
2. Current Public Health Microbiologist Trainee certificate/license, or LFS Trainee Support Letter – see example page 4, LFS completes

3. Training Schedule – LHD document

Awards

Notification of Lab Training funds award approval will be sent to the LHD and LHD Lab. If the number of applications exceeds the number of awards, CAPHLD EC will make a recommendation to EPO based on the number of funds requested, lab needs, participation in training with other approved labs and history of successful training.

Lab Training Assistance

This funding is to assist with PHM training and may be used to backfill local staff released for training PHM or to hire experts to do PHM training and for materials and supplies needed for PHM training. The application criteria are:

- The applicant LHD lab must have at least one PHM Lab Training funds applicant,
- The applicant LHD lab must be approved by CDPH LFS for PHM training,
- The applicant LHD lab must have an agreement with at least two other approved labs to participate jointly in PHM training,
- The applicant LHD lab must submit the attached lab PHM Lab Training Funds application.

Applying

To apply for Lab Training Assistance the LHD lab must be applying for Lab Training funds and complete and submit the documents below to the Emergency Preparedness Office (EPO) via email to LHBTProg@cdph.ca.gov cc: katya.ledin@cdph.ca.gov, and CAPHLD.documents@gmail.com.

The email must contain the following:

Email Subject: County Name FY 22-23 PHEP Application – Lab Training & Assistance

Attachments:

1. Complete steps 1 - 3 of the Lab Training Funds application
2. Two Support Letters (minimum) – see example page 5, complete highlighted text

Awards

Notification of Lab Training Assistance award approval will be sent to the LHD and LHD Lab. If the number of applications exceeds the number of awards, CAPHLD EC will make a recommendation to EPO based on the number of funds requested, lab needs, participation in training with other approved labs and history of successful training.

Applicant LHD Letter Head

Date

Department of Public Health
Emergency Preparedness Office
Attention: Local Emergency Preparedness Section
MS 7002
P.O. Box 997377
Sacramento, CA 95899-7377

RE: APPLICATION FOR LABORATORY TRAINING FUNDS

This is our formal request for **one** laboratory training grant award in the amount of **\$30,000** for a Public Health Microbiologist trainee. The name of the trainee is **trainee First & Last name**; who is qualified and interested in the position.

The training will be conducted in the **LHD Name** LHD Public Health Laboratory from **Month Date, Year** to **Month Date, Year**.

Enclosed with this letter is the Laboratory Field Services (LFS) approval letter or current Public Health Microbiologist Trainee (PMT) certificate/license for our proposed trainee, and a tentative training schedule is attached with this application.

Sincerely,

First & Last Name

Title (Laboratory Manager/Director, Assistant Director or Bioterrorism Coordinator

LHD Name LHD Department of Public Health

Address 1

Address 2

City, State Zip

encl.

Cc:

LHD Emergency Preparedness Coordinator(s)

LHD Health Officer (optional)

EXAMPLE

Will be on CDPH Letter Head

Date

Trainee First & Last Name

Trainee Address 1

Trainee Address 2

Trainee City, State Zip

RE: PUBLIC HEALTH MICROBIOLOGIST TRAINEE SUPPORT LETTER

FROM: LABORATORY FIELD SERVICES

- You have been approved as a Public Health Microbiologist Trainee.
- You will need 26 weeks of training in an approved public health training laboratory.
- You may qualify for some reduction of the 26 weeks training period based upon your clinical laboratory experience when verified. Specific evaluation of your experienced will be made if you are being considered for an appointment to a training program.
- You should make copies of this letter and forward a copy, along with a cover letter and your resume, to the approved public health training laboratories where you may wish to apply for a trainee position.
- Before we can approve your application to take the certification examination, it must be determined that your experience is at least equivalent to the required training for admission to this examination. We will be contacting your current and former employers to ascertain the nature and extent of your laboratory experience.
- You have been approved to take the state examination for certification as a Public Health Microbiologist.
- You have been issued a temporary certificate. It is valid until the date of expiration which appears on the certificates upper left corner or until the results of the examination are known.
- The temporary certification becomes in valid should you fail the examination.
- The next scheduled state examination for certification as a Public Health Microbiologist will be held as listed in the enclosed schedule.
- Enclosures.

SAMPLE Support LHD(s) Letter Head

Date

Department of Public Health
Emergency Preparedness Office
Attention: Local Emergency Preparedness Section
MS 7002
P.O. Box 997377
Sacramento, CA 95899-7377

RE: SUPPORT LETTER FOR LABORATORY TRAINING ASSISTANCE

This letter is our formal support of the **Applying LHD Name** LHD Public Health Laboratory's Public Health Microbiologist training. **Applying LHD Name** LHD Public Health Laboratory is one of the laboratories involved in the joint training and has a dedicated history of training microbiologists. We continue to support the Public Health Microbiologist (PHM) training programs of our partners which play an important role in alleviating the shortage of PHMs in the State of California. This training helps maintain staff competency and laboratory capabilities and keep up with advances in the field of public health microbiology.

Sincerely,

First & Last Name

Title (Laboratory Manager/Director, Assistant Director or Bioterrorism Coordinator)

LHD Name LHD Department of Public Health

Address 1

Address 2

City, State Zip

Exhibit E
Additional Provisions

1. Cancellation / Termination

- A. This Grant may be cancelled by CDPH without cause upon thirty (30) calendar days advance written notice to the Grantee.
- B. CDPH reserves the right to cancel or terminate this Grant immediately for cause. The Grantee may submit a written request to terminate this Grant only if CDPH substantially fails to perform its responsibilities as provided herein.
- C. The term “for cause” shall mean that the Grantee fails to meet the terms, conditions, and/or responsibilities of this agreement. Causes for termination include, but are not limited to the following occurrences:
 - 1) If the Grantee knowingly furnishes any statement, representation, warranty, or certification in connection with the agreement, which representation is materially false, deceptive, incorrect, or incomplete.
 - 2) If the Grantee fails to perform any material requirement of this Grant or defaults in performance of this agreement.
 - 3) If the Grantee files for bankruptcy, or if CDPH determines that the Grantee becomes financially incapable of completing this agreement.
- D. Grant termination or cancellation shall be effective as of the date indicated in CDPH’s notification to the Grantee. The notice shall stipulate any final performance, invoicing or payment requirements.
- E. In the event of early termination or cancellation, the Grantee shall be entitled to compensation for services performed satisfactorily under this agreement and expenses incurred up to the date of cancellation and any non-cancelable obligations incurred in support of this Grant.
- F. In the event of termination, and at the request of CDPH, the Grantee shall furnish copies of all proposals, specifications, designs, procedures, layouts, copy, and other materials related to the services or deliverables provided under this Grant, whether finished or in progress on the termination date.
- G. The Grantee will not be entitled to reimbursement for any expenses incurred for services and deliverables pursuant to this agreement after the effective date of termination.
- H. Upon receipt of notification of termination of this Grant, and except as otherwise specified by CDPH, the Grantee shall:

Exhibit E
Additional Provisions

- 1) Place no further order or subgrants for materials, services, or facilities.
 - 2) Settle all outstanding liabilities and all claims arising out of such termination of orders and subgrants.
 - 3) Upon the effective date of termination of the Grant and the payment by CDPH of all items properly changeable to CDPH hereunder, Grantee shall transfer, assign and make available to CDPH all property and materials belonging to CDPH, all rights and claims to any and all reservations, grants, and arrangements with owners of media/PR materials, or others, and shall make available to CDPH all written information regarding CDPH's media/PR materials, and no extra compensation is to be paid to Grantee for its services.
 - 4) Take such action as may be necessary, or as CDPH may specify, to protect and preserve any property related to this agreement which is in the possession of the Grantee and in which CDPH has or may acquire an interest.
- I. CDPH may, at its discretion, require the Grantee to cease performance of certain components of the Scope of Work as designated by CDPH and complete performance of other components prior to the termination date of the Grant.

2. Avoidance of Conflicts of Interest by Grantee

- A. CDPH intends to avoid any real or apparent conflict of interest on the part of the Grantee, subgrants, or employees, officers and directors of the Grantee or subgrants. Thus, CDPH reserves the right to determine, at its sole discretion, whether any information, assertion or claim received from any source indicates the existence of a real or apparent conflict of interest; and, if a conflict is found to exist, to require the Grantee to submit additional information or a plan for resolving the conflict, subject to CDPH review and prior approval.
- B. Conflicts of interest include, but are not limited to:
- 1) An instance where the Grantee or any of its subgrants, or any employee, officer, or director of the Grantee or any subgrant or has an interest, financial or otherwise, whereby the use or disclosure of information obtained while performing services under the grant would allow for private or personal benefit or for any purpose that is contrary to the goals and objectives of the grant.
 - 2) An instance where the Grantee's or any subgrant's employees, officers, or directors use their positions for purposes that are, or give the appearance of being, motivated by a desire for private gain for themselves or others, such as those with whom they have family, business or other ties.

Exhibit E
Additional Provisions

- C. If CDPH is or becomes aware of a known or suspected conflict of interest, the Grantee will be given an opportunity to submit additional information or to resolve the conflict. A Grantee with a suspected conflict of interest will have five (5) working days from the date of notification of the conflict by CDPH to provide complete information regarding the suspected conflict. If a conflict of interest is determined to exist by CDPH and cannot be resolved to the satisfaction of CDPH, the conflict will be grounds for terminating the grant. CDPH may, at its discretion upon receipt of a written request from the Grantee, authorize an extension of the timeline indicated herein.

3. Dispute Resolution Process

- A. A Grantee grievance exists whenever there is a dispute arising from CDPH's action in the administration of an agreement. If there is a dispute or grievance between the Grantee and CDPH, the Grantee must seek resolution using the procedure outlined below.
 - 1) The Grantee should first informally discuss the problem with the CDPH Program Grant Manager. If the problem cannot be resolved informally, the Grantee shall direct its grievance together with any evidence, in writing, to the program Branch Chief. The grievance shall state the issues in dispute, the legal authority or other basis for the Grantee's position and the remedy sought. The Branch Chief shall render a decision within ten (10) working days after receipt of the written grievance from the Grantee. The Branch Chief shall respond in writing to the Grantee indicating the decision and reasons therefore. If the Grantee disagrees with the Branch Chief's decision, the Grantee may appeal to the second level.
 - 2) When appealing to the second level, the Grantee must prepare an appeal indicating the reasons for disagreement with Branch Chief's decision. The Grantee shall include with the appeal a copy of the Grantee's original statement of dispute along with any supporting evidence and a copy of the Branch Chief's decision. The appeal shall be addressed to the Deputy Director of the division in which the branch is organized within ten (10) working days from receipt of the Branch Chief's decision. The Deputy Director of the division in which the branch is organized or his/her designee shall meet with the Grantee to review the issues raised. A written decision signed by the Deputy Director of the division in which the branch is organized or his/her designee shall be directed to the Grantee within twenty (20) working days of receipt of the Grantee's second level appeal.
- B. If the Grantee wishes to appeal the decision of the Deputy Director of the division in which the branch is organized or his/her designee, the Grantee shall follow the procedures set forth in Division 25.1 (commencing with Section 38050) of the Health and Safety Code and the regulations adopted thereunder. (Title 1, Division 2, Chapter 2, Article 3 (commencing with Section 1140) of the California Code of Regulations).

Exhibit E
Additional Provisions

- C. Disputes arising out of an audit, examination of an agreement or other action not covered by subdivision (a) of Section 20204, of Chapter 2.1, Title 22, of the California Code of Regulations, and for which no procedures for appeal are provided in statute, regulation or the Agreement, shall be handled in accordance with the procedures identified in Sections 51016 through 51047, Title 22, California Code of Regulations.
- D. Unless otherwise stipulated in writing by CDPH, all dispute, grievance and/or appeal correspondence shall be directed to the CDPH Grant Manager.
- E. There are organizational differences within CDPH's funding programs and the management levels identified in this dispute resolution provision may not apply in every contractual situation. When a grievance is received and organizational differences exist, the Grantee shall be notified in writing by the CDPH Grant Manager of the level, name, and/or title of the appropriate management official that is responsible for issuing a decision at a given level.

Exhibit F
Federal Terms and Conditions

(For Federally Funded Grant Agreements)

This exhibit contains provisions that require strict adherence to various contracting laws and policies.

Index of Special Terms and Conditions

1. Federal Funds
2. Federal Equal Employment Opportunity Requirements
3. Debarment and Suspension Certification
4. Covenant Against Contingent Fees
5. Lobbying Restrictions and Disclosure Certification
6. Additional Restrictions
7. Human Subjects Use Requirements
8. Audit and Record Retention
9. Federal Requirements

1. Federal Funds

(Applicable only to that portion of an agreement funded in part or whole with federal funds.)

- a. It is mutually understood between the parties that this Agreement may have been written before ascertaining the availability of congressional appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays which would occur if the Agreement were executed after that determination was made.
- b. This Agreement is valid and enforceable only if sufficient funds are made available to the State by the United States Government for the fiscal years covered by the term of this Agreement. In addition, this Agreement is subject to any additional restrictions, limitations, or conditions enacted by the Congress or any statute enacted by the Congress which may affect the provisions, terms or funding of this Agreement in any manner.
- c. It is mutually agreed that if the Congress does not appropriate sufficient funds for the program, this Agreement shall be amended to reflect any reduction in funds.
- d. CDPH has the option to invalidate or cancel the Agreement with 30-days advance written notice or to amend the Agreement to reflect any reduction in funds.

2. Federal Equal Opportunity Requirements

(Applicable to all federally funded grants entered into by the California Department of Public Health (CDPH) formerly known as California Department of Health Services (CDHS).)

- a. The Grantee will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era. The Grantee will take affirmative action to ensure that qualified applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and career development opportunities and selection for training, including apprenticeship. The Grantee agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Federal Government or CDPH, setting forth the provisions of the Equal Opportunity clause, Section 503 of the Rehabilitation Act of 1973 and the affirmative action clause required by the Vietnam Era Veterans' Readjustment Assistance Act of 1974 (38 U.S.C. 4212). Such notices shall state the Grantee's obligation under the law to take affirmative action to employ and advance in employment qualified applicants without discrimination based on their race, color, religion, sex, national origin physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era and the rights of applicants and employees.
- b. The Grantee will, in all solicitations or advancements for employees placed by or on behalf of the Grantee, state that all qualified applicants will receive consideration for employment

without regard to race, color, religion, sex, national origin physical or mental handicap, disability, age or status as a disabled veteran or veteran of the Vietnam era.

- c. The Grantee will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding a notice, to be provided by the Federal Government or the State, advising the labor union or workers' representative of the Grantee's commitments under the provisions herein and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- d. The Grantee will comply with all provisions of and furnish all information and reports required by Section 503 of the Rehabilitation Act of 1973, as amended, the Vietnam Era Veterans' Readjustment Assistance Act of 1974 (38 U.S.C. 4212) and of the Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," and of the rules, regulations, and relevant orders of the Secretary of Labor.
- e. The Grantee will furnish all information and reports required by Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," and the Rehabilitation Act of 1973, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the State and its designated representatives and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- f. In the event of the Grantee's noncompliance with the requirements of the provisions herein or with any federal rules, regulations, or orders which are referenced herein, this Agreement may be cancelled, terminated, or suspended in whole or in part and the Grantee may be declared ineligible for further federal and state contracts in accordance with procedures authorized in Federal Executive Order No. 11246 as amended and such other sanctions may be imposed and remedies invoked as provided in Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- g. The Grantee will include the provisions of Paragraphs a through g in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Federal Executive Order No. 11246 as amended, including by Executive Order 11375, 'Amending Executive Order 11246 Relating to Equal Employment Opportunity,' and as supplemented by regulation at 41 CFR part 60, "Office of the Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," or Section 503 of the Rehabilitation Act of 1973 or (38 U.S.C. 4212) of the Vietnam Era Veteran's Readjustment Assistance Act, so that such provisions will be binding upon each subgrantee or vendor. The Grantee will take such action with

respect to any subcontract or purchase order as the Director of the Office of Federal Contract Compliance Programs or CDPH may direct as a means of enforcing such provisions including sanctions for noncompliance provided, however, that in the event the Grantee becomes involved in, or is threatened with litigation by a subgrantee or vendor as a result of such direction by CDPH, the Grantee may request in writing to CDPH, who, in turn, may request the United States to enter into such litigation to protect the interests of the State and of the United States.

3. Debarment and Suspension Certification

- a. By signing this Grant, the Grantee agrees to comply with applicable federal suspension and debarment regulations including, but not limited to 7 CFR Part 3017, 45 CFR 76, 40 CFR 32 or 34 CFR 85.
- b. By signing this Grant, the Grantee certifies to the best of its knowledge and belief, that it and its principals:
 - (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or agency;
 - (2) Have not within a three-year period preceding this application/proposal/agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in Paragraph b(2) herein; and
 - (4) Have not within a three-year period preceding this application/proposal/agreement had one or more public transactions (Federal, State or local) terminated for cause or default.
 - (5) Shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under federal regulations (i.e., 48 CFR part 9, subpart 9.4), debarred, suspended, declared ineligible, or voluntarily excluded from participation in such transaction, unless authorized by the State.
 - (6) Will include a clause entitled, "Debarment and Suspension Certification" that essentially sets forth the provisions herein, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- c. If the Grantee is unable to certify to any of the statements in this certification, the Grantee shall submit an explanation to the CDPH Program Contract Manager.
- d. The terms and definitions herein have the meanings set out in the Definitions and Coverage sections of the rules implementing Federal Executive Order 12549.

- e. If the Grantee knowingly violates this certification, in addition to other remedies available to the Federal Government, the CDPH may terminate this Agreement for cause or default.

4. Covenant Against Contingent Fees

The Grantee warrants that no person or selling agency has been employed or retained to solicit/secure this Grant upon an agreement of understanding for a commission, percentage, brokerage, or contingent fee, except *bona fide* employees or *bona fide* established commercial or selling agencies retained by the Grantee for the purpose of securing business. For breach or violation of this warranty, CDPH shall have the right to annul this Grant without liability or in its discretion to deduct from the Grant price or consideration, or otherwise recover, the full amount of such commission, percentage, and brokerage or contingent fee.

5. Lobbying Restrictions and Disclosure Certification

(Applicable to federally funded grants in excess of \$100,000 per Section 1352 of the 31, U.S.C.)

a. Certification and Disclosure Requirements

- (1) Each person (or recipient) who requests or receives a grant, subgrant, which is subject to Section 1352 of the 31, U.S.C., and which exceeds \$100,000 at any tier, shall file a certification (in the form set forth in Attachment 1, consisting of one page, entitled “Certification Regarding Lobbying”) that the recipient has not made, and will not make, any payment prohibited by Paragraph b of this provision.
- (2) Each recipient shall file a disclosure (in the form set forth in Attachment 2, entitled “Standard Form-LLL ‘disclosure of Lobbying Activities’”) if such recipient has made or has agreed to make any payment using nonappropriated funds (to include profits from any covered federal action) in connection with a grant or any extension or amendment of that grant, which would be prohibited under Paragraph b of this provision if paid for with appropriated funds.
- (3) Each recipient shall file a disclosure form at the end of each calendar quarter in which there occurs any event that requires disclosure or that materially affect the accuracy of the information contained in any disclosure form previously filed by such person under Paragraph a(2) herein. An event that materially affects the accuracy of the information reported includes:
 - (a) A cumulative increase of \$25,000 or more in the amount paid or expected to be paid for influencing or attempting to influence a covered federal action;
 - (b) A change in the person(s) or individuals(s) influencing or attempting to influence a covered federal action; or
 - (c) A change in the officer(s), employee(s), or member(s) contacted for the purpose of influencing or attempting to influence a covered federal action.
- (4) Each person (or recipient) who requests or receives from a person referred to in

Paragraph a(1) of this provision a grant or subgrant exceeding \$100,000 at any tier under a grant shall file a certification, and a disclosure form, if required, to the next tier above.

(5) All disclosure forms (but not certifications) shall be forwarded from tier to tier until received by the person referred to in Paragraph a(1) of this provision. That person shall forward all disclosure forms to CDPH Program Contract Manager.

b. Prohibition

Section 1352 of Title 31, U.S.C., provides in part that no appropriated funds may be expended by the recipient of a federal contract or agreement, grant, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract or agreement, the making of any federal grant, the making of any federal loan, entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract or agreement, grant, loan, or cooperative agreement.

6. Additional Restrictions

Grantee shall comply with the restrictions under Division F, Title V, Section 503 of the Consolidated Appropriations Act, 2012 (H.R. 2055), which provides that:

“SEC. 503.(a) No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111–148 shall be used, other than for normal and recognized executive-legislative relationships, for publicity or propaganda purposes, for the preparation, distribution, or use of any kit, pamphlet, booklet, publication, electronic communication, radio, television, or video presentation designed to support or defeat the enactment of legislation before the Congress or any State or local legislature or legislative body, except in presentation to the Congress or any State or local legislature itself, or designed to support or defeat any proposed or pending regulation, administrative action, or order issued by the executive branch of any State or local government, except in presentation to the executive branch of any State or local government itself.

(b) No part of any appropriation contained in this Act or transferred pursuant to section 4002 of Public Law 111–148 shall be used to pay the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before the Congress or any State government, State legislature or local legislature or legislative body, other than for normal and recognized executive-legislative relationships or participation by an agency or officer of a State, local or tribal government in policymaking and administrative processes within the executive branch of that government.

(c) The prohibitions in subsections (a) and (b) shall include any activity to advocate or promote any proposed, pending or future Federal, State or local tax increase, or any proposed, pending, or future requirement or restriction on any legal consumer product, including its sale or marketing, including but not limited to the advocacy or promotion of gun control.”

7. Human Subjects Use Requirements

(Applicable only to federally funded agreements in which performance, directly or through a subgrantee/subaward, includes any tests or examination of materials derived from the human body.)

By signing this Agreement, Grantee agrees that if any performance under this Agreement or any subcontract or subagreement includes any tests or examination of materials derived from the human body for the purpose of providing information, diagnosis, prevention, treatment or assessment of disease, impairment, or health of a human being, all locations at which such examinations are performed shall meet the requirements of 42 U.S.C. Section 263a (CLIA) and the regulations thereunder.

8. Audit and Record Retention

(Applicable to agreements in excess of \$10,000.)

- a. The Grantee shall maintain books, records, documents, and other evidence, accounting procedures and practices, sufficient to properly reflect all direct and indirect costs of whatever nature claimed to have been incurred in the performance of this Agreement, including any matching costs and expenses. The foregoing constitutes "records" for the purpose of this provision.
- b. The Grantee's facility or office or such part thereof as may be engaged in the performance of this Agreement and his/her records shall be subject at all reasonable times to inspection, audit, and reproduction.
- c. Grantee agrees that CDPH, the Bureau of State Audits, or their designated representatives including the Comptroller General of the United States shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, the Grantee agrees to include a similar right of the State to audit records and interview staff in any subgrantee related to performance of this Agreement. (GC 8546.7, CCR Title 2, Section 1896).
- d. The Grantee shall preserve and make available his/her records (1) for a period of three years from the date of final payment under this Agreement, and (2) for such longer period, if any, as is required by applicable statute, by any other provision of this Agreement, or by subparagraphs (1) or (2) below.
 - (1) If this Agreement is completely or partially terminated, the records relating to the work terminated shall be preserved and made available for a period of three years from the date of any resulting final settlement.
 - (2) If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the three-year period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular three-year period, whichever is later.

- f. The Grantee may, at its discretion, following receipt of final payment under this Agreement, reduce its accounts, books and records related to this Agreement to electronic data storage device. Upon request by an authorized representative to inspect, audit or obtain copies of said records, the Grantee and/or Subgrantee must supply or make available applicable devices, hardware, and/or software necessary to view, copy and/or print said records.

9. Federal Requirements

Grantee agrees to comply with and shall require all subgrantee's, if any, to comply with all applicable Federal requirements including but not limited to the United States Code, the Code of Federal Regulations, the Funding Opportunity Announcement, the Notice of Award, the funding agreement, and any memoranda or letter regarding the applicable Federal requirements.

Attachment 1

**STATE OF CALIFORNIA
CALIFORNIA DEPARTMENT OF PUBLIC HEALTH**

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making, awarding or entering into of this Federal contract, Federal grant, or cooperative agreement, and the extension, continuation, renewal, amendment, or modification of this Federal contract, grant, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency of the United States Government, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities" in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subGrantees, subgrants, and contracts under grants and cooperative agreements) of \$100,000 or more, and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S.C., any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Mono County

Name of Grantee

Rhonda Duggan, Chair

Printed Name of Person Signing for Grantee

22-10664

Contract / Grant Number

Signature of Person Signing for Grantee

Date

Title

After execution by or on behalf of Grantee, please return to:

California Department of Public Health
Program
P.O. Box 997377, MS XXX
Sacramento, CA 95899-XXXX

CDPH reserves the right to notify the Grantee in writing of an alternate submission address.

Attachment 2

CERTIFICATION REGARDING LOBBYING

Approved by OMB Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 13520348-0046
(See reverse for public burden disclosure)

<p>1. Type of Federal Action:</p> <p><input type="checkbox"/> a. contract</p> <p><input type="checkbox"/> b. grant</p> <p><input type="checkbox"/> c. cooperative agreement</p> <p><input type="checkbox"/> d. loan</p> <p><input type="checkbox"/> e. loan guarantee</p> <p><input type="checkbox"/> f. loan insurance</p>	<p>2. Status of Federal Action:</p> <p><input type="checkbox"/> a. bid/offer/application</p> <p><input type="checkbox"/> b. initial award</p> <p><input type="checkbox"/> c. post-award</p>	<p>3. Report Type:</p> <p><input type="checkbox"/> a. initial filing</p> <p><input type="checkbox"/> b. material change</p> <p>For Material Change Only:</p> <p>Year _____ quarter _____</p> <p>date of last report _____.</p>
<p>4. Name and Address of Reporting Entity:</p> <p><input type="checkbox"/> Prime <input type="checkbox"/> Subawardee</p> <p>Tier _____, if known:</p>	<p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</p>	
<p>6. Federal Department/Agency</p>	<p>7. Federal Program Name/Description:</p>	
<p>8. Federal Action Number, if known:</p>	<p>9. Award Amount, if known:</p>	
<p>10.a. Name and Address of Lobbying Registrant (If individual, last name, first name, MI):</p>	<p>b. Individuals Performing Services (including address if different from 10a. (Last name, First name, MI):</p>	
<p>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. required disclosure shall be subject to a not more than \$100,000 for each such failure.</p>	<p>Signature: _____</p>	
	<p>Print Name: _____</p>	
	<p>Title: _____</p> <p>Telephone No.: _____ Date: _____</p>	
<p>Federal Use Only</p>		<p>Authorized for Local Reproduction Standard Form-LLL (Rev. 7-97)</p>

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.

10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.
- (b) Enter the full names of the individual(s) performing services and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 7, 2023

TIME REQUIRED

SUBJECT Closed Session - Labor Negotiations

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Bob Lawton, Stacey Simon, Janet Dutcher, Patty Francisco, and Oliver Yee. Employee Organization(s): Mono County Sheriff's Officers Association (aka Deputy Sheriff's Association), Local 39 - majority representative of Mono County Public Employees (MCPE) and Deputy Probation Officers Unit (DPOU), Mono County Paramedic Rescue Association (PARA), Mono County Correctional Deputy Sheriffs' Association. Unrepresented employees: All.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

<p>Click to download</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 February 7, 2023

TIME REQUIRED

SUBJECT Closed Session - Public Employee
Evaluation

**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>Click to download</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 February 7, 2023

Departments: Community Development - Planning Division

TIME REQUIRED PUBLIC HEARING: 1:00 pm **PERSONS** Michael Draper, Principal Planner

SUBJECT Public Hearing - Appeal of a Planning Commission Decision Approving a Use Permit for Sierra High Cannabis Farm **APPEARING BEFORE THE BOARD**

AGENDA DESCRIPTION:

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

Public hearing regarding the appeal of Use Permit 21-006/Sierra High for a commercial cannabis business consisting of cultivation, distribution, and non-storefront retail at 7761 Eastside Lane in the Antelope Valley.

RECOMMENDED ACTION:

Conduct public hearing. Consider and potentially affirm, affirm in part, or reverse the Planning Commission decision approving UP 21-006 and certifying the project Mitigated Negative Declaration. Provide any desired direction to staff.

FISCAL IMPACT:

If the Planning Commission's approval is overturned, there will be no generation of taxes from the project.

CONTACT NAME: Michael Draper

PHONE/EMAIL: 760-924-1805 / mdraper@mono.ca.gov

SEND COPIES TO:

Michael Draper

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
staff report
Attachment 1
Attachment 2
Attachment 3_1
Attachment 3_2
Attachment 3_3

[Attachment 3_4](#)

[Attachment 3_5](#)

[Attachment 3_6](#)

History

Time	Who	Approval
1/31/2023 3:33 PM	County Counsel	Yes
1/31/2023 12:05 PM	Finance	Yes
2/2/2023 6:00 PM	County Administrative Office	Yes

Mono County Community Development Department

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

February 7, 2023

To: The Mono County Board of Supervisors

From: Michael Draper, Principal Planner

Re: Appeal of Planning Commission approval of Use Permit 21-006/Sierra High (UP 21-006), a proposed commercial cannabis business and Mitigated Negative Declaration environmental report.

RECOMMENDATION

1. Hold the public hearing, receive public testimony, deliberate the project including the associated Mitigated Negative Declaration, and make any desired changes.
2. Either affirm, affirm in part, or reverse the Planning Commission's decision approving UP 21-006, making appropriate findings and providing any other desired direction to staff.

A draft resolution (Attachment 1) containing the required findings is provided should the Board affirm the Planning Commission's approval of the use permit. If the Board's intention is to grant the appeal and reverse the Planning Commission's decision, staff recommends that the Board move to tentatively grant the appeal and direct staff to return with written findings within 30 days.

FISCAL IMPACT

If the Planning Commission's approval is overturned, there will be no generation of taxes from the project.

APPEAL PROCESS

Mono County General Plan Land Use Element Chapter 47, Appeals, allows for an appeal of any Planning Commission decision provided that written notice is submitted within 10 calendar days following the Commission action. The Board of Supervisors may affirm, affirm in part, or reverse the Commission's determination that is the subject of appeal, provided that an appeal is not to be granted when the relief sought should be granted through a variance or amendment. Chapter 47 specifies that appeals are de novo, meaning the Board of Supervisors is not limited to a review of the record and may hear the matter over again (as if for the first time).

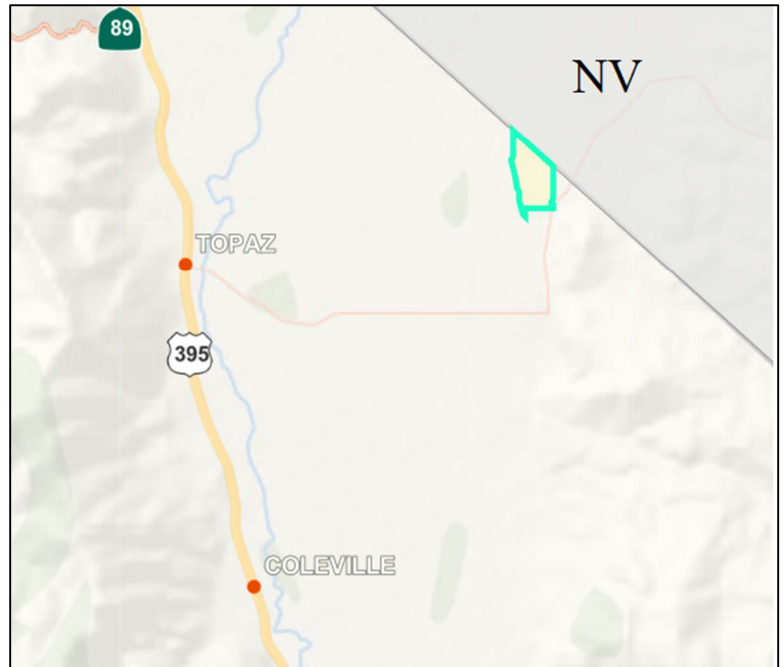
The Planning Commission determination was made on December 15, 2022, and the appeal deadline was Tuesday, December 27, accounting for non-business days. The appeal was submitted on December 23 (Attachment 2). Per §47.030, the hearing for the appeal must be agendaized for consideration by the Board of Supervisors within 60 days of the date the appeal was filed.

BACKGROUND

On December 15, 2022, the Planning Commission approved Use Permit 21-006/Sierra High, after receiving a staff presentation and holding a public hearing, including receiving applicant testimony. On December 23, 2022, a member of the public filed an appeal complaint with procedures listed in General Plan Chapter 47, Appeals.

Under Mono County General Plan Land Use Element Chapter 13, a commercial cannabis business is subject to a Use Permit in the Agriculture (AG) land use designations.

The project application was accepted for processing at the August 16, 2021, Land Development Technical Advisory Committee (LDTAC) meeting.



PROJECT DESCRIPTION

The proposed Sierra High Farms cannabis project is located at 7761 Eastside Lane, Topaz (APN 001-150-004) in the Antelope Valley along the California-Nevada state line, approximately three-miles east of US Route 395 (US 395). The property is 124-acres and designated Agriculture-10 (AG with a 10-acre minimum parcel size), and the project will occupy approximately 15-acres. The California-Nevada State border is the north property line of this parcel. See Figures 1 and 2.

Figure 1. Regional location of project parcel.

The property is vacant of structures but contains existing fences that were used in the past as part of a cattle grazing operation. The property has a private well and is permitted to drill a second well. There are currently three water storage tanks on the property that will be relocated if the project is approved. The proportion of the property where the cannabis business will locate is approximately 0.5-miles setback from Eastside Lane. An existing dirt access way, referred to as Stateline Road, will be used for the project. Stateline Road originates from Eastside Lane and crosses a separate undeveloped parcel (APN 001-150-005) under the same ownership as the project parcel. The Stateline Road is not maintained by the County or recorded as an easement. Property owners in Nevada have used Stateline Road to travel to Eastside Lane, however public roads exist within Douglas County, NV, that allow access to Eastside Lane.

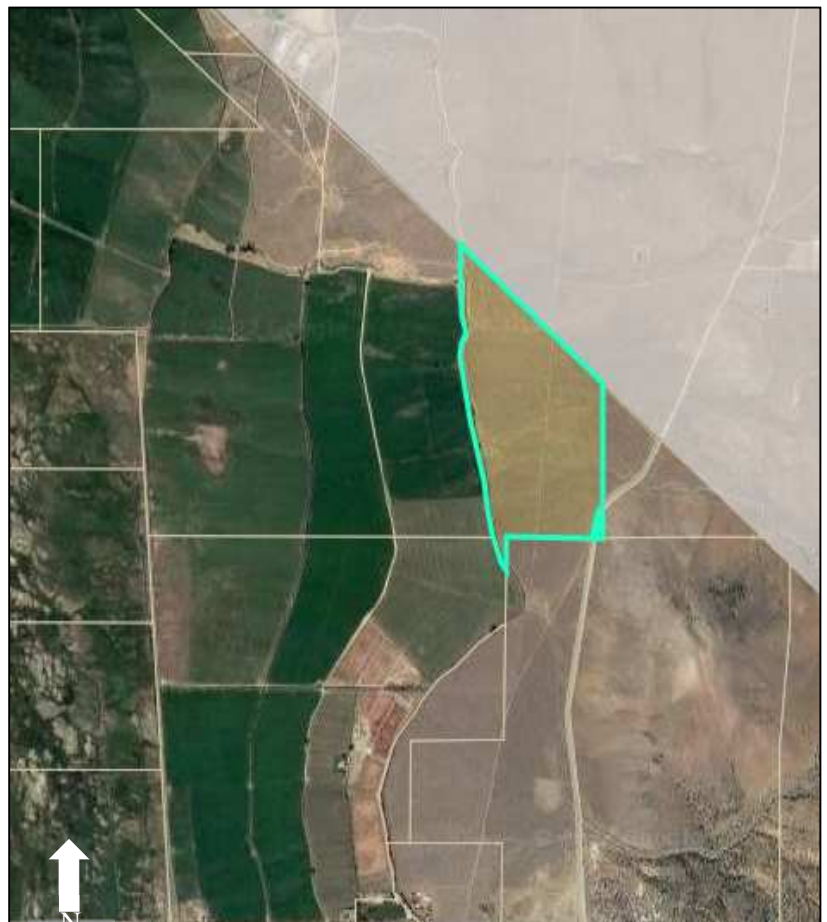


Figure 2. Project parcel.



Figure 3. Surrounding roads.

The Sierra High Farms cannabis use permit establishes a commercial cannabis business consisting of indoor and outdoor cultivation, a wholesale distribution facility, and non-storefront retail. The project will be supported by various power sources, beginning with a propane combined heat and power (CHP) system during startup and then migrating to a solar array. The project originally included a request for overhead power lines, however, in response to the logistical and public concerns, the applicant has decided to remove the request for overhead power lines. If grid-power is to be provided to the site, it shall be underground.

Indoor cultivation will consist of no more than 10,500 square-feet (sf) of mature plant canopy and outdoor cultivation will consist of no more than 10 acres. Onsite processing of cannabis will take place within facilities to prepare and package the product for distribution. There will be no public sales on site. The applicant requests approval for non-storefront retail to vend at state-wide cannabis events and conduct delivery sales.

The project will be constructed in phases beginning with the construction of a well-house and tank-house, roadbed improvements, and cultivation building pad excavation. This will be followed by one approximately 10,000-sf cultivation building housing 2,500-sf of mature plant canopy, a maintenance shop, and a lab capable of housing 400-sf of mature plant canopy, all powered by the propane-fueled CHP system. See Figure 4. Phased Site Plan, below.

The second phase will be the construction of three additional primary cultivation buildings similar to the first. The four primary cultivation buildings will also contain work areas for immature plants, processing, packaging, product labeling, and other plant-related activities. Each building will include employee restrooms, lockers, break room, and security office entrance. These buildings will be secured at all times with no public access allowed.

The third phase will establish the outdoor cultivation area and complete installation of the solar power system. The 10-acre area may, during the early and late season, contain unlit hoop houses to protect plants from frost/freeze. It may also use industry-standard light deprivation techniques over the hoops to trigger plants to flower earlier than they would naturally. Four storage containers will be installed to support outdoor cultivation, providing a location to store equipment. A 2,100-sf drying shed will also be constructed at this time, along with a 5,000-sf building for the nursery and a processing area supporting the outdoor cultivation.

The indoor cultivation project, when fully built out, is expected to employ 12-15 people, eight of those full-time and the rest part-time. The outdoor project will employ people seasonally with an expectation of 4-8 employees.

The non-storefront retail combined with the distribution license will serve both indoor and outdoor operations. Distribution activities will include transporting cannabis and cannabis products from the operation to retail and wholesale outlets, as well as quality-assurance review and storage.

Sierra High Farms intends to rely on solar power produced on-site at full build-out and will need to apply for a building permit to construct solar panels in the future. Solar systems are ministerial permits, per the Solar Rights Act, Government Code §65850.5.

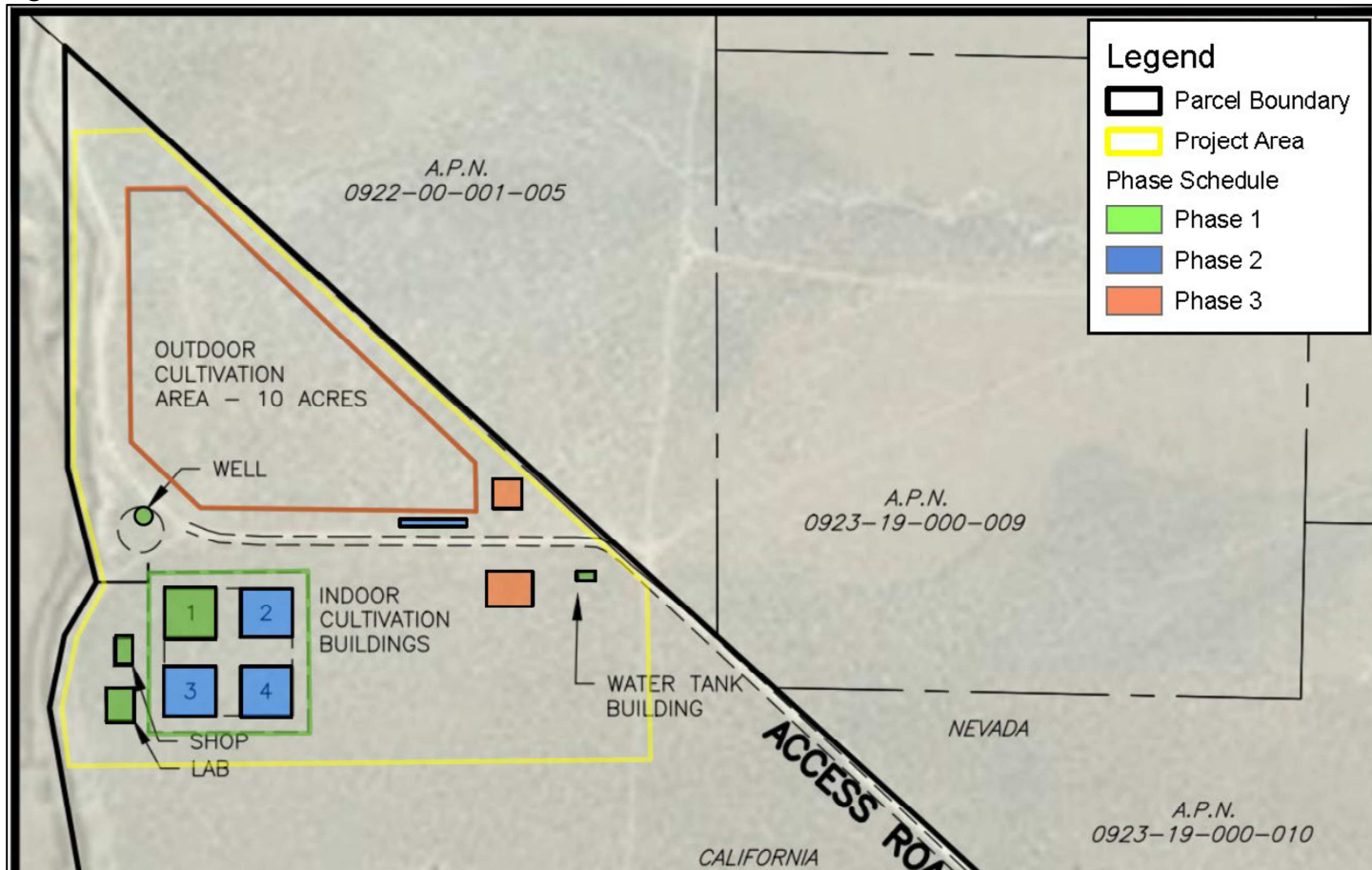


Figure 4. Phased site plan.

BASIS FOR APPEAL

Following a public hearing held December 15, the Mono County Planning Commission approved UP 21-006/Sierra High by a 3-0 vote. Commissioner Fogg was absent at the time of the vote and Commissioner Bush secluded himself due to having a personal relationship with the property owner. The applicant was given the option to continue the hearing to a future meeting but requested to proceed. The staff report and all attachments are included as Attachment 3.

A member of the public, Rod Vickers, appealed the decision on behalf of the Antelope Valley Organization to Interrupt Cannabis Enterprise (AVOICE). The appeal application, including the nature of the appeal and reason for the appeal, were submitted by Mr. Vickers and included as Attachment 2 of this report.

Nature of Appeal

1. CEQA Compliance-Local notification was published in the Newspaper "Mammoth Times", and The Sheet, neither are local papers to the Antelope Valley, therefore not meeting the requirement of public notification.

Staff response: Both papers are of general circulation in Mono County and available digitally. The Antelope Valley does not circulate a newspaper specific to the area and there is no other newspaper of general circulation in the jurisdiction. Noticing was followed in compliance with CEQA §15072 and Government Code §6042.

2. *Discrepancies in original application and mitigated report-Page 7-Cultivation lab 40x60 VS. site map 60x70 & Building Height 30 vs. 35.*

Staff response: The building size and height will be verified at the stage of building permit application review. The cultivation lab is proposed to be 60' x 70'. The structure may not exceed dimensions identified in the Use Permit, and the large size/height is permissible. The change is minor and generates no new impacts. Agricultural building are permitted to a maximum height of 40' per General Plan Table 04.010.

3. *Biologist were on site AFTER the illegal grading and grubbing. Clearing was March 2022 and Biologist came out on Sept 1st, 2022. Was Fish and Wildlife notified? Erosion potential- SWPPP/BMP-all vegetation has been cleared and grubbed prior to permitting process, has yet to be seeded and now invasive weed species have already germinated, cheat grass and mustard.*

Staff response: The property owner has complied with abatement directives required per the Notice of Violation issued March 22, 2022. This compliance case was not associated with the proposed cannabis operation, and the location where the violation occurred is not within this project's area.

4. *The revised mitigated report stated what happened at the Dec 10th meeting before the meeting even occurred.*

Staff response: Staff is not clear what is referenced by the statement.

5. *13.080 Cannabis Cultivation Requirements-Commission will need to determine if adjacent Nevada Parcels constitutes a different land use. PLEASE CONSIDER DOUGLES COUNTY LETTER OF OPPOSITION*

Staff response: The Planning Commission considered the letter received from Douglas County, NV in making their determination. The Planning Commission also made a determination that the adjacent Nevada parcels did not have a different land use designation.

6. *Mono county uses the CEQA guidelines to help determine environmental impact to an area that is being proposed for growth, and in this case cannabis. It completely conflicts with this community character where the primary use is cattle ranching and cultivation of hay and alfalfa for feeding the cattle. Sierra High Farms is proposing a cannabis farm which conflicts with the current agriculture in the area.*

Staff response: The Planning Commission considered the use of surrounding properties and community character in making their determination. The CEQA analysis did not identify any significant impacts.

7. *Mono Counties own guidelines state: Purpose: This Chapter provides regulations for the local permitting of commercial cannabis activities under specified conditions in the unincorporated areas of the County; its purpose is to protect the public health, safety, and welfare; enact strong and effective regulatory and enforcement controls in compliance with state law and any applicable federal enforcement guidelines; protect neighborhood character; and minimize potential for negative impacts on people, communities, and the environment in the unincorporated areas while accommodating the health needs of medical cannabis patients and establishing an avenue through which adult use businesses may operate consistent with state*

law. This is a huge negative impact. Somehow SH is justifying that this benefits a larger number of people, so it doesn't matter if there is a negative impact to the few.

Staff response: The Planning Commission considered the health, safety, and welfare, neighborhood character and negative impacts on surrounding properties and communities, and the environment in making their determination.

8. *Stateline Road-Historically for over 30 years has been used by residents and due to historical usage should be maintained as access to properties in Nevada. Comment at public hearing stated "use of Stateline Rd maybe be considered trespassing". There are no public roads originating in Douglas County.*

Staff response: Public roads within Douglas County can access Eastside Lane via Risue Canyon Road without using Stateline Road. Stateline Road is not a public road.

9. *There is no mention of the security needs of the proposed project in the use permit.*

Staff response: A security plan is required as part of the Operation Permit application. A commercial cannabis business must receive both a Commercial Cannabis Use Permit and a Commercial Cannabis Operation Permit pursuant to Chapter 5.60 of the Mono County Code in order to operate. Under Section 5.60.070(B)(16), the applicant for a cannabis operations permit is required to submit as part of their application "a confidential security plan, as required by business type, for review and approval by the Mono County Sheriff's Office." The application for this project does state all facilities will be secured at all times and the site will not be open to the public.

10. *The permit application states that the nearest residence is 1,700' away, however, the nearest property line is only 400' away.*

Staff response: The staff report includes an analysis of the nearest residence and surrounding property of a different land use designation, satisfying General Plan requirements in section 13.070. Commercial Cannabis Activities General Standards and Requirements, and section 13.080.A. Cannabis Cultivation Setbacks.

Reasons for Appeal

1. Sierra High Marijuana farm was on the agenda for 9:30 for the hearing on December 15th but that agenda item did not get started until 11:30, with a 2pm scheduled meeting ending time, which did not give this proposal it's proper time for review.

Staff response: Agenda items may be taken any order and a public hearing shall begin no earlier than the agenda time listed but legally may begin later. Meetings do not have a noticed end time on the agenda. The public hearing for Sierra High concluded around 3:15pm.

2. Scott Bush stated before this agenda item started that he just realized his "friend" Jeff Hinds was listed as the owner of the property for the location, so he had to recuse himself from voting which made us think that he had not even read the report prior to the hearing.

Staff response: Commissioner Bush's recusal was legally appropriate and done at the time in the meeting at which a recusal was warranted.

3. Jora Fogg also stated, "this is a lot of reading for this proposal", which also made it feel like the report had not been thoroughly reviewed.

Staff response: It is a Commissioner's discretion whether or not to proceed to vote on a project and Commissioner Fogg's comment about the length of the report and supporting documentation for the project do not mean Commissioner Fogg did not review the material. Ultimately, Commissioner Fogg was not present for the vote.

4. We understand that the security report cannot be released but many of us had multiple questions about the security and welfare of the valley with this proposed project and none of concerns were addressed. Most of the questions asked from the committee were about parking.

Staff response: The Security Plan is part of the Operation Permit application.

5. The board/planning commissioners continue to avoid the topic of "Public Safety", it is noted in the CEQA report that there will be a negative impact. This negative impact will be far reaching, not just to a group of people who are against this project, but to the entire communities of Walker and Coleville and yes, even to Nevada communities in the area. It is well known throughout this area that Coleville and Walker have huge drug problems even if law enforcement does not become involved.

Staff response: The MND approved for the projects lists impacts to police protection as less than significant with mitigation. Mono County Code Chapter 5.60 and the Commercial Cannabis Development Standards (Section 13.070 L) require review and approval of a security plan by the Sheriff's Office as a condition of the Cannabis Operations Permit.

GENERAL PLAN CONSISTENCY

The project is consistent with General Plan Land Use Designation policies, Countywide Land Use policies, and Antelope Valley 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, Commercial Cannabis Activities.

The General Plan land use designation for this property is Agriculture-10 (AG-10), which allows for commercial cannabis cultivation subject to Use Permit and Cannabis Operation Permit (Mono County Code §5.60). 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.

The project meets the development standards for the AG designation; all structures will be setback 50' from property lines, lot coverage will be less-than 40%, and all structures will be 35' or less in height. Development will also be setback a minimum of 30' from the top of bank of Highline Ditch as required per MCGP LUE 04.120.F.1.b.

In addition to General Plan policies and regulations, commercial cannabis activities shall comply with Chapter 13. The attached Planning Commission staff report (Attachment 3) contains an evaluation of how the project meets general standards and requirements of commercial cannabis activities, beginning on page 8 of the staff report.

USE PERMIT FINDINGS

The following analysis is based on the Mixed Use LUD standards. Use permits may be granted only when all of the following findings can be made in the affirmative. The Planning Commission made all findings in the affirmative, and did not make any of the alternative findings:

- A. *All applicable provisions of the Land Use Designations and Land Development Regulations 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.*

The project complies with all applicable provisions of the Mono County General Plan (MCGP). The site is adequate in size to accommodate the proposed structures, septic system, parking, loading, and all setbacks and requirements for the Agriculture (AG) land use designation (LUD), as shown in the site plan (Attachment 1) and described in this staff report. The project complies with General Plan Chapter 13, Commercial Cannabis Activities and is required to receive a Cannabis Operation permit from the Board of Supervisors in compliance with Mono County Code Chapter 5.60, Cannabis Operations. This finding can be made.

Alternative Finding

The project does not comply with all applicable provisions of the MCGP. The proposed outdoor cultivation area does meet the required setback of 300' from the property line of the neighboring parcel under a different land use designation (east parcel in Douglas County, NV). Additionally, the purpose of MCGP Chapter 13, Commercial Cannabis Activities, is to protect the public health, safety and welfare, protect neighborhood character, and minimize potential negative impacts on people, communities and the environment in the unincorporated areas. Based on public comment received from residents in Nevada, the project is not consistent with the neighborhood character in Nevada and generates new potential negative impacts on the people and community in Nevada. This finding cannot be made.

- B. *The site for the proposed use relates to streets and highways adequate in width and type to carry the quantity and kind of traffic generated by the proposed use.*

The parcel is accessed by Eastside Lane, a county-maintained road. All transportation of product shall be within California, traveling south on Eastside Lane for approximately 1.3 miles to the intersection of Topaz Lane. At this point, Eastside Lane and Topaz Lane are paved. The expected traffic generated by the project include employee vehicles, delivery from FedEx/UPS, one propane delivery per week, two wholesale deliveries per week, one non-storefront delivery per week, and three supply trips to town per week. The majority of vehicles used will be employee passenger vehicles. The level of traffic is similar to non-cannabis agricultural operations that include employees for harvesting and truck traffic for distribution. Eastside Lane supports the surrounding agricultural operations and can support this project. This finding can be made.

Alternative Finding

Eastside Lane is not adequate to carry the quantity and kind of traffic generated by the proposed use because the existing road surface (dirt) will be impacted due to increased year-round use. This finding cannot be made.

- C. *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.*

The project is consistent with the rural character of the Antelope Valley. The setbacks are adequate to reduce impacts to surrounding property owners. By implementing the proposed mitigation measures, the project will not produce any significant impacts. The project is a significant distance away from sensitive receptors in the community of Topaz, Coleville, and Walker, including schools and the community center, and from the nearest Mono County resident. The location of the project is an area of very low population density.

Alternative Finding

The project will be detrimental to the public welfare because it will generate nuisance odors objectionable to at least one nearby residential property in Nevada.

D. The proposed use is consistent with the map and text of this General Plan and any applicable area plan

1. The proposed use is consistent with the General Plan and the Antelope Valley Community Policies and meets the requirements of MCGP Chapter 13, Commercial Cannabis Activities (see discussion in the General Plan Consistency section above).
2. 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 Chapter 5.60.
3. The project is located within the Antelope Valley Planning Area. The Antelope Valley Community Plan encourages businesses that create diversity, while being consistent with the rural character of the area.

ENVIRONMENTAL REVIEW, CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

The County contracted with Resource Concepts, Inc. (RCI) to conduct an Initial Study and environmental reporting. The Initial Study determined the project could have potential impacts to the following resources: Biological resources, Cultural Resources, Hydrology/Water Quality, and Tribal Cultural Resources. A Mitigated Negative Declaration (MND) has been completed and proposed for the project. Mitigation measures are identified that would reduce all potentially significant impacts to less than significant levels. See Attachment 2.

On April 19, 2022, notice to tribes was provided in compliance with Assembly Bill 52, initiating a 30-day period to request consultation. No requests for consultation have been received to date.

On September 28, 2022, a notice of intent to adopt the MND was published in The Sheet newspaper. The Draft MND was made available to the public online and physical copies were available at the Coleville Library and Community Development Department office in Bridgeport. Notice was also submitted to the California Governor's Office of Planning and Research, State Clearinghouse, website. Additionally, notice was emailed to eight individuals who requested notification. The notice began a 36-day comment period ending November 3, 2022; 16 comments were received and responded to within the MND, see Attachment 2.

PUBLIC NOTICING

A public hearing notice was published in the December 3, 2022, issue of The Sheet and was mailed to surrounding California property owners within 300 feet of the proposed project. Notice was also emailed to 19 individuals who requested to be notified.

Please see the attached Planning Commission staff report and attachments (Attachment 3), which includes copies of published notices, public comments, and staff response to comments.

PUBLIC COMMENT

No public comments have been received on the proposal at the time this report was published.

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

The appeal body may render its decision at the conclusion of the hearing or at any time within 30 days following the hearing.

The appeal of any decision to the Board of Supervisors, pursuant to the provisions of this chapter, constitutes the administrative appeal and remedy procedure for all land use decisions of the County. The decision of the appeal body, pursuant to General Plan Land Use Element section 47.050, shall be final for all purposes unless a judicial action challenging the same is commenced within the time provided by law. Failure to make timely utilization of the administrative remedies of this chapter and the exhaustion of same shall bar further review.

ATTACHMENTS

1. Draft Resolution
2. Appeal application
3. Planning Commission Staff Report



RESOLUTION R23-__

A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS DENYING THE APPEAL OF THE PLANNING COMMISSION DECISION ON DECEMBER 15, 2022, TO PERMIT USE PERMIT 21-006/SIERRA HIGH FOR A COMMERCIAL CANNABIS BUSINESS CONSISTING OF INDOOR AND OUTDOOR CULTIVATION, DISTRIBUTION, AND NON-STOREFRONT RETAIL, LOCATED AT 7761 EASTSIDE LANE, TOPAZ (APN 001-150-004)

WHEREAS, the property owner of 7761 Eastside Lane, Topaz, Assessor's Parcel Number 001-150-004, applied for a Use Permit to conduct a commercial cannabis business including indoor and outdoor cultivation, whole distribution, and non-storefront retail; and

WHEREAS, all use and development of private land within the unincorporated area of Mono County shall fully comply with any and all applicable requirements of the Mono County General Plan, which incorporates the Mono County Code by this reference as though fully set forth, as the same may be amended from time to time, and any applicable area or specific plans, which are also incorporated by this reference; and

WHEREAS, planning and land use maps are contained and set forth in the Mono County General Plan and applicable area or specific plans, all of which are incorporated herein by this reference, as the same may be amended from time to time, including but not limited to the general plan's countywide land use maps and community land use designation maps; and

WHEREAS, in compliance with the California Environmental Quality Act (CEQA), a Mitigated Negative Declaration was drafted to assess environmental factors potentially affected by the project including but not limited to, aesthetics, biological resources, hydrology/water quality, tribal cultural resources, cultural resources, wildfires, and air quality; and

WHEREAS, on December 15, 2022, the Planning Commission held a duly noticed public hearing regarding Use Permit 21-006 and the associated CEQA Mitigated Negative Declaration, and approved the application; and

WHEREAS, on December 23, 2022, an appeal of the Planning Commission's decision was filed; and

WHEREAS, on February 7, 2023, the Board of Supervisors held a public hearing regarding the appeal of the Planning Commission's decision;

NOW, THEREFORE, THE MONO COUNTY BOARD OF SUPERVISORS DOES HEREBY RESOLVE AS FOLLOWS:

SECTION ONE: Having reviewed and considered the analysis in the staff report, comments received during the public review process and testimony provided in the public hearing, the Board of Supervisors certify the Mitigated Negative Declaration, finding that on the basis of the whole record, including the initial study, Mitigated Negative Declaration, and comments received, that there is no

1 substantial evidence that the project will have a significant effect on the environment and that the Mitigated
2 Negative Declaration reflects the lead agency's independent judgement and analysis.

3 **SECTION TWO:** Having reviewed and considered all information and evidence presented,
4 including public testimony, written comments, and Mitigated Negative Declaration, and staff report and
5 presentations, the Board of Supervisors denies the appeal of the Planning Commission's approval of Use
6 Permit 21-006/Sierra High, finding that:

- 7 *A. All applicable provisions of the Land Use Designations and Land Development Regulations are
8 complied with, and the site of the proposed use is adequate in size and shape to accommodate
9 the use and to accommodate all yards, walls and fences, parking, loading, landscaping and
10 other required features.*

11 The project complies with all applicable provisions of the Mono County General Plan (MCGP).
12 The site is adequate in size to accommodate the proposed structures, septic system, parking,
13 loading, and all setbacks and requirements for the Agriculture (AG) land use designation (LUD),
14 as shown in the site plan (Attachment 1) and described in this staff report. The project complies
15 with General Plan Chapter 13, Commercial Cannabis Activities and is required to receive a
16 Cannabis Operation permit from the Board of Supervisors in compliance with Mono County
17 Code Chapter 5.60, Cannabis Operations. This finding can be made.

- 18 *B. The site for the proposed use relates to streets and highways adequate in width and type to carry
19 the quantity and kind of traffic generated by the proposed use.*

20 The parcel is accessed by Eastside Lane, a county-maintained road. All transportation of product
21 shall be within California, traveling south on Eastside Lane for approximately 1.3 miles to the
22 intersection of Topaz Lane. At this point, Eastside Lane and Topaz Lane are paved. The
23 expected traffic generated by the project include employee vehicles, delivery from FedEx/UPS,
24 one propane delivery per week, two wholesale deliveries per week, one non-storefront delivery
25 per week, and three supply trips to town per week. The majority of vehicles used will be
26 employee passenger vehicles. The level of traffic is similar to non-cannabis agricultural
27 operations that include employees for harvesting and truck traffic for distribution. Eastside Lane
28 supports the surrounding agricultural operations and can support this project. This finding can be
29 made.

- 30 *C. 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.*

The project is consistent with the rural character of the Antelope Valley. The setbacks are
adequate to reduce impacts to surrounding property owners. By implementing the proposed
mitigation measures, the project will not produce any significant impacts. The project is a
significant distance away from sensitive receptors in the community of Topaz, Coleville, and
Walker, including schools and the community center, and from the nearest Mono County
resident.

- D. The proposed use is consistent with the map and text of this General Plan and any applicable
area plan*

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- 1. The proposed use is consistent with the General Plan and the Antelope Valley Community Policies and meets the requirements of MCGP Chapter 13, Commercial Cannabis Activities (see discussion in the General Plan Consistency section above).
- 2. 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.
- 3. The project is located within the Antelope Valley Planning Area. The Antelope Valley Community Plan encourages businesses that create diversity, while being consistent with the rural character of the area.

PASSED, APPROVED and ADOPTED this 7th day of February 2023, by the following vote, to wit:

AYES :
NOES :
ABSENT :
ABSTAIN :

Rhonda Duggan, Chair
Mono County Board of Supervisors

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

County Counsel

**Mono County
Community Development Department**

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

**APPEAL
APPLICATION**

*** In order to be valid,
appeal must be filed **within**
10 days of action date.

APPLICATION # _____	FEE \$ _____
DATE RECEIVED _____	RECEIVED BY _____
RECEIPT # _____	CHECK # _____ (NO CASH)

APPELLANT Rod Vickers/AVOICE

ADDRESS ████████ Risue Canyon Rd. **CITY/STATE/ZIP** Gardenville/Nevada/89410

TELEPHONE (████████) ████████ **E-MAIL** AVOICE.2022@yahoo.com

APPLICATION # BEING APPEALED 21-006/Sierra High

DATE OF ACTION 12/15/22 **DATE OF APPEAL** 12/23/2022

NATURE OF APPEAL: Describe what is being appealed. If it is a condition of approval, attach a copy of the project conditions and indicate which conditions are being appealed.

Please see attached "Nature of Appeal - 21-006/Sierra High".

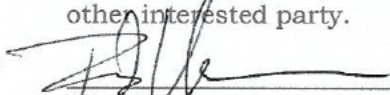
REASON FOR APPEAL: Describe why the decision is being appealed.

Pease see attached "Reason for Appeal - 21-006/Sierra High"

APPLICATION SHALL INCLUDE:

- A. Completed application form.
- B. Deposit for project processing: See Development Fee Schedule. Project Applicants are responsible costs incurred above deposit amount.

I CERTIFY UNDER PENALTY OF PERJURY THAT I am: legal owner(s) of the subject property, corporate officer(s) empowered to sign for the corporation or authorized legal agent, or other interested party.



Signature



Signature

12/23/22

Date

Nature of Appeal - 21-006/Sierra High

1. CEQA Compliance-Local notification was published in the Newspaper “Mammoth Times”, and The Sheet, neither are local papers to the Antelope Valley, therefore not meeting the requirement of public notification.
2. Discrepancies in original application and mitigated report-Page 7-Cultivation lab 40x60 VS. site map 60x70 & Building Height 30 vs. 35.
3. Biologist were on site AFTER the illegal grading and grubbing. Clearing was March 2022 and Biologist came out on Sept 1st, 2022. Was Fish and Wildlife notified? Erosion potential-SWPPP/BMP-all vegetation has been cleared and grubbed prior to permitting process, has yet to be seeded and now invasive weed species have already germinated, cheat grass and mustard.
4. The revised mitigated report stated what happened at the Dec 10th meeting before the meeting even occurred.
5. 13.080 Cannabis Cultivation Requirements-Commission will need to determine if adjacent Nevada Parcels constitutes a different land use. PLEASE CONSIDER DOUGLES COUNTY LETTER OF OPPOSITION
6. Mono county uses the CEQA guidelines to help determine environmental impact to an area that is being proposed for growth, and in this case cannabis. It completely conflicts with this community character where the primary use is cattle ranching and cultivation of hay and alfalfa for feeding the cattle. Sierra High Farms is proposing a cannabis farm which conflicts with the current agriculture in the area.
7. Mono Counties own guidelines state:
 - Purpose:

This Chapter provides regulations for the local permitting of commercial cannabis activities under specified conditions in the unincorporated areas of the County; its purpose is to protect the public health, safety, and welfare; enact strong and effective regulatory and enforcement controls in compliance with state law and any applicable federal enforcement guidelines; protect neighborhood character; and minimize potential for negative impacts on people, communities, and the environment in the unincorporated areas while accommodating the health needs of medical cannabis patients and establishing an avenue through which adult-use businesses may operate consistent with state law.

This is a huge negative impact. Somehow SH is justifying that this benefits a larger number of people, so it doesn't matter if there is a negative impact to the few.
8. Stateline Road-Historically for over 30 years has been used by residents and due to historical usage should be maintained as access to properties in Nevada. Comment at public hearing stated “use of Stateline Rd maybe be considered trespassing”. There are no public roads originating in Douglas County.
9. There is no mention of the security needs of the proposed project in the use permit.
10. The permit application states that the nearest residence is 1,700’ away, however, the nearest property line is only 400’ away.

Reason for Appeal – 21-006/Sierra High

1. Sierra High Marijuana farm was on the agenda for 9:30 for the hearing on December 15th but that agenda item did not get started until 11:30, with a 2pm scheduled meeting ending time, which did not give this proposal it's proper time for review.
2. Scott Bush stated before this agenda item started that he just realized his "friend" Jeff Hinds was listed as the owner of the property for the location, so he had to recuse himself from voting which made us think that he had not even read the report prior to the hearing.
3. Jora Fogg also stated, "this is a lot of reading for this proposal", which also made it feel like the report had not been thoroughly reviewed.
4. We understand that the security report cannot be released but many of us had multiple questions about the security and welfare of the valley with this proposed project and none of concerns were addressed. Most of the questions asked from the committee were about parking.
5. The board/planning commissioners continue to avoid the topic of "Public Safety", it is noted in the CEQA report that there will be a negative impact. This negative impact will be far reaching, not just to a group of people who are against this project, but to the entire communities of Walker and Coleville and yes, even to Nevada communities in the area. It is well known throughout this area that Coleville and Walker have huge drug problems even if law enforcement does not become involved.

AVOICE – Antelope Valley Organization to Interrupt Cannabis Enterprise

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
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www.monocounty.ca.gov

December 15, 2022

To: Mono County Planning Commission

From: Michael Draper, Principal Planner

Re: Use Permit 21-006/Sierra High

Recommendation

It is recommended the Planning Commission take the following actions:

1. Conduct a public hearing on Use Permit 21-006/Sierra High and the associated Mitigated Negative Declaration (MND) environmental report, receive any additional public comments, deliberate the project, and make any desired modifications.
2. Following the public hearing and project deliberations, consider the proposed MND with comments received and adopt the MND findings based on the whole record that there is no substantial evidence the project will have a significant effect on the environment, that the MND reflects the Planning Commission's independent judgement and analysis, and that the office of Community Development is the custodian of the record of proceedings on which the Planning Commission's decision is based.
3. Make findings as stated in the staff report (or as modified) and approve Use Permit 21-006 subject to the Conditions of Approval.
4. Adopt the Mitigation Monitoring and Reporting Plan (MMRP).

OR

1. Disapprove Use Permit 21-006 by determining the findings cannot be made for the MND and/or the Use Permit and state the rationale.

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.¹ 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.

¹ For clarification, the margin represents the amount over and above the 50% +1 required for passage of the proposition.

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 Mono County General Plan (MCGP) policies pertaining to cannabis activities for adoption by the Board. The Board of 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.

Project Setting

The proposed Sierra High Farms cannabis project is located at 7761 Eastside Lane, Topaz (APN 001-150-004) in the Antelope Valley along the California-Nevada state line, approximately three-miles east of US Route 395 (US 395). The property is 124-acres and designated Agriculture-10 (AG with a 10-acre minimum parcel size), and the project will occupy approximately 15-acres. The California-Nevada State border is the north property line of this parcel. See Figures 1 and 2.

The area may be characterized as low-density, with most properties being used for agriculture operations including the grazing of livestock,

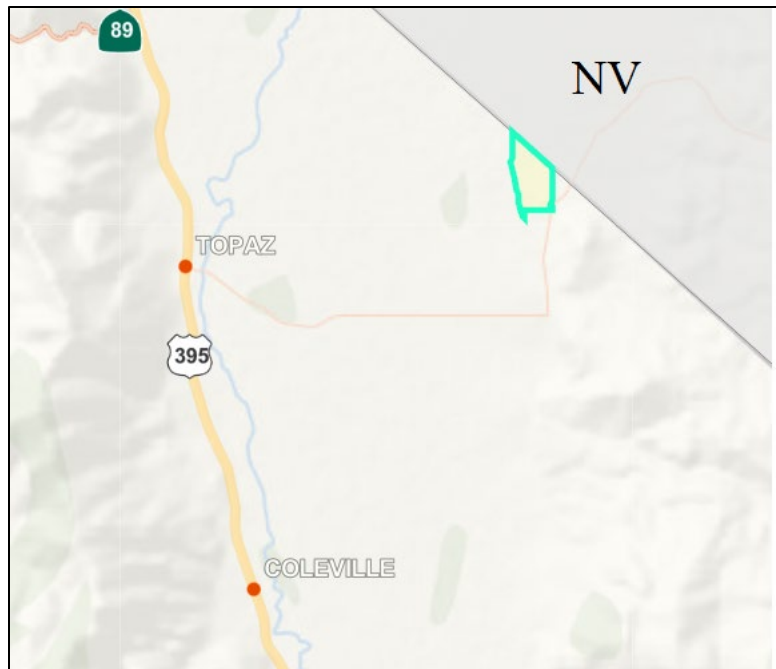


Figure 1. Project vicinity map.

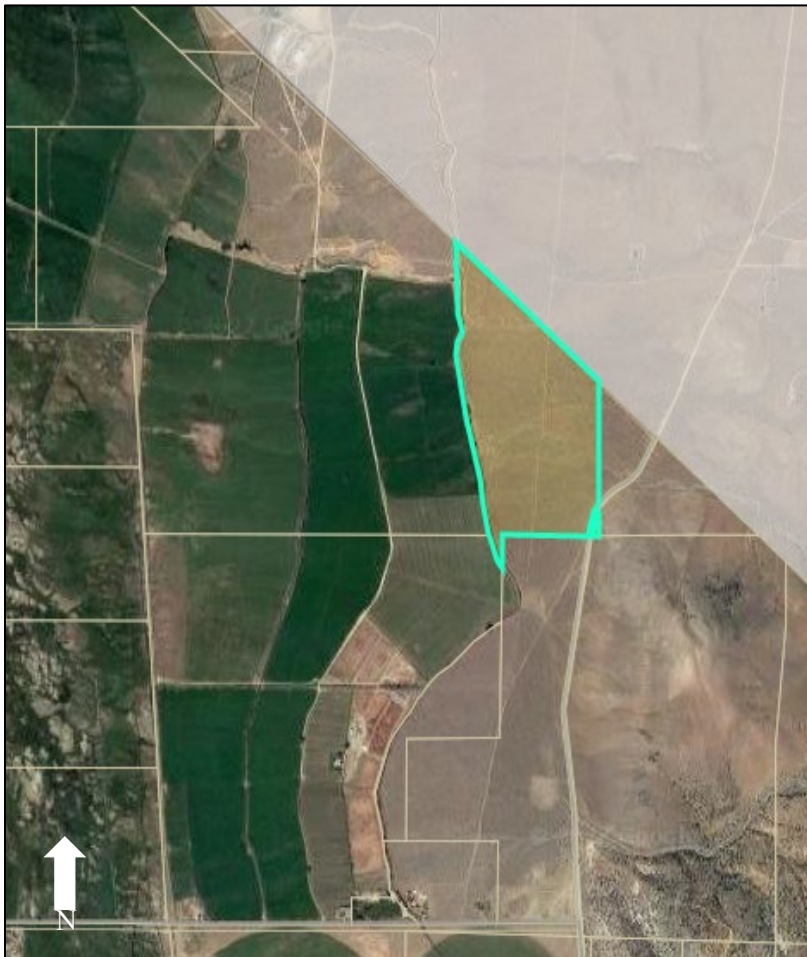


Figure 2. Project parcel.

production of garlic seed, and production of alfalfa. Common and regular usage of the land and roads surrounding the project include large tractors with tilling instruments; harvesting machinery; semi-trucks delivering supplies and hauling hay, garlic, and cattle to market; heavy equipment maintaining irrigation canals; fuel trucks and storage; diesel irrigation pumps; and power generation. Adjacent parcels include metal buildings, silage mill processing, and storage structures.

The surrounding California properties can be described as follows (see Figure 3):

	Owner	Designation	Size	Use
East	Private	Agriculture-10	645-acres	Agricultural operation: pasture/graze land, crops, private dirt roads.
Southeast	Private	Agriculture-10	445-acres	Agricultural operation: pasture/graze land, crops, two residences, private dirt roads.
South	Public, Bureau of Land Management	Resource Management	509-acres	Vacant, public recreational dirt roads.
West	Private (same owner as project parcel)	Agriculture-10	50-acres	Vacant.

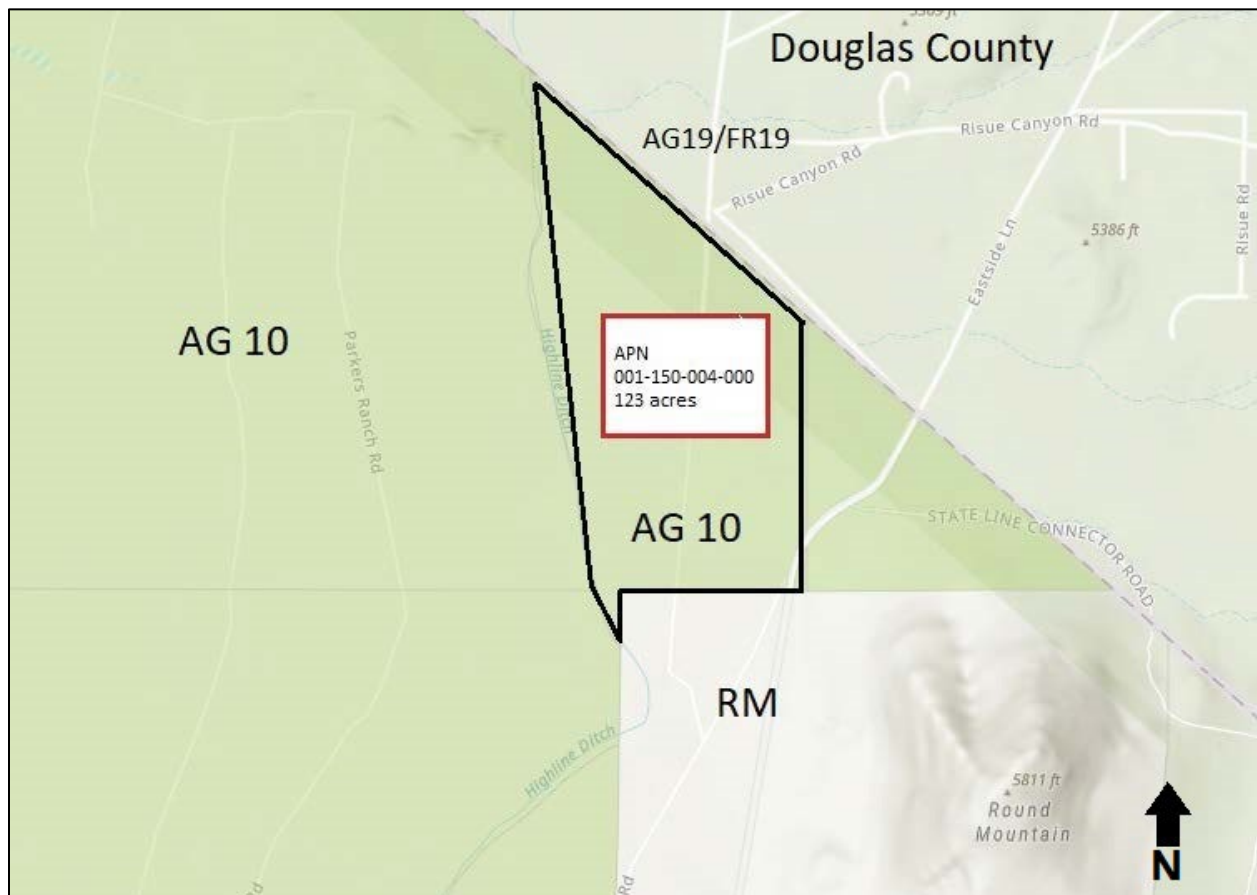


Figure 3. Surrounding properties map.

Mono County does not have jurisdictional authority in Douglas County, NV. Additionally, the guiding criterion for public decisions with respect to CEQA is to ensure protection of the environment, consistent with the provisions of a suitable living environment for every Californian (§21001.d). Consideration is given to preventing environmental damage, while providing a decent home and satisfying living environment for every Californian (§21000.g). A lead agency may

consult with another government when the project requires the jurisdiction's approval. This project is located within Mono County and no element of the operation shall occur outside of the State; therefore, consultation with Douglas County, NV is not required. Analysis of impacts to Douglas County, NV residents is not required and is not required to be considered in the approval of a CEQA document.

Residents of Douglas County, NV, who provided a written (emailed) request to staff for notification of public meetings regarding this project were provided emailed notification.

The project property has existing fences and was historically used for grazing cattle. The cannabis cultivation area is being leased by the property owner to Sierra High for this project. Agricultural operations continue to be conducted on contiguous properties to the east.

The west side of the property borders Highline Ditch, which is used to irrigate the pastures to the west. The Highline Ditch is a diversion of the Big Slough ditch which originates as a diversion of surface water from the West Walker River. Highline Ditch will not be disturbed by nor will water be diverted by the proposed project. There is one ephemeral stream channel that originates in the mountains to the east that flows west through the proposed outdoor cultivation area. The channel dissipates within the field and has no direct flow to Highland Ditch. Based on site reconnaissance completed on September 1, 2022, by environmental consultant Resource Concepts Inc., there are no wetlands, riparian habitat, or other sensitive natural communities on-site.

East of the project site in Nevada, there are four (4) large lot residences, the nearest is 1,700 ft from the project site. The nearest Mono County residence is 5,600 ft (one mile) southeast of the project site.

Access to the project site is by a dirt road that crosses the adjacent parcel, APN 001-150-005, originating from Eastside Lane, a County maintained road. Eastside Lane is a dirt road for 1.3-miles from the state border to Topaz Lane, where the pavement begins. Traveling north into Nevada, Eastside Lane is entirely a dirt road.

The adjacent parcel, where access to Eastside Lane is taken, is under the same ownership as the project parcel, therefore a formal access easement was never established. A Condition of Approval for the project will be to record an easement against the deed of APN 001-150-005 to memorialize access to the project site.

Project Description

The Sierra High Farms cannabis project is requesting a use permit to establish a commercial cannabis business at 7761 Eastside Lane, Topaz (APN 001-150-004). The cannabis business will consist of indoor and outdoor cultivation, a wholesale distribution facility, and non-storefront retail. No structures exist on the property; however, the site contains two private wells and three water storage tanks that will be relocated on the property if the project is approved. The project will be supported by various power sources, beginning with a propane combined heat and power (CHP) system during startup and then adding a solar array. The project originally included a request for overhead power lines, however, in response to the logistical and public concerns received, the applicant has decided to remove the request for overhead power lines. If grid-power is to be provided to the site, it shall be underground.

Indoor cultivation will consist of no more than 10,500 square-feet (sf) of mature plant canopy and outdoor cultivation will consist of no more than 10 acres. Onsite processing of cannabis will take place within facilities to prepare and package the product for distribution. There will be no public sales on site. The applicant requests approval for non-storefront retail to vend at state-wide cannabis events and conduct delivery sales.

The project will be constructed in phases beginning with the construction of a well-house and tank-house, roadbed improvements, and cultivation building pad excavation. This will be followed by one approximately 10,000-sf cultivation building housing 2,500-sf of mature plant canopy, a maintenance shop, and a lab capable of housing 400-sf of mature plant canopy, all powered by the propane-fueled CHP system.

The second phase will be the construction of three additional primary cultivation buildings similar to the first. The four primary cultivation buildings will also contain work areas for immature plants, processing, packaging, product labeling, and other plant-related activities. Each building will include employee restrooms, lockers, break room, and security office entrance. These buildings will be secured at all times with no public access allowed.

The third phase will establish the outdoor cultivation area and complete installation of the solar power system. The 10-acre area may, during the early and late season, contain unlit hoop houses to protect plants from frost/freeze. It may also use industry-standard light deprivation techniques over the hoops to trigger plants to flower earlier than they would naturally. Four storage containers will be installed to support outdoor cultivation, providing a location to store equipment. A 2,100-sf drying shed will also be constructed at this time, along with a 5,000-sf building for the nursery and a processing area supporting the outdoor cultivation.

The indoor cultivation project, when fully built out, is expected to employ 12-15 people, eight of those full-time and the rest part-time. The outdoor project will employ people seasonally with an expectation of 4-8 employees.

The non-storefront retail combined with the distribution license will serve both indoor and outdoor operations. Distribution activities will include transporting cannabis and cannabis products from the operation to retail and wholesale outlets, as well as quality-assurance review and storage.

Sierra High Farms intends to utilize solar power produced on-site at full build-out and will need to apply for a building permit to construct solar panels in the future. Cogeneration power will continue to be utilized in addition to solar power. Solar systems are ministerial permits, per the Solar Rights Act, Government Code §65850.5.b.

Phase	Project Elements
Phase 1	<ul style="list-style-type: none"> • Access road improvements (3,000' x 10'). • Grade indoor cultivation building pads. • Construct Cultivation Building 1 (approximately 10,000-sf). • Construct well-house (169'-sf). • Construct water tank-house (700'-sf) with three, 5,000-gallon tanks. • Construct maintenance shop (40' x 60') • Construct lab (40' x 60') • Install three, 1,000-gallon propane tanks. • Install septic system.
Phase 2	<ul style="list-style-type: none"> • Construct Cultivation Building 2, 3, and 4 (approximately 10,000-sf each).
Phase 3	<ul style="list-style-type: none"> • Create outdoor cultivation, maximum of 10 acres. • Construct 35' x 60' drying shed. • Construct 50' x 100' nurse and processing center. • Placement of four cargo containers. • Completion of solar power built out.

All cannabis waste will be handled on-site and recycled on the property for beneficial purposes. The state allows the reintroduction of cannabis waste back into agricultural operation through on-premises organic waste recycling methods including, but not limited to, tilling directly into agricultural land and no-till farming. Non-organic waste will be delivered to the local transfer station.

When complete, the project is expected to generate the following new traffic to and from the site on Eastside Lane and Topaz Lane, both of which are collector roads terminating at US 395: two wholesale product deliveries per week in passenger vehicles; one propane delivery once a week on average; one passenger vehicle trip per day for retail delivery to local customers; and three trips per week by passenger vehicles to a nearby community for supplies. Eastside Lane and Topaz Lane are capable of handling this traffic.

On an average day of employee and delivery traffic, about 18 vehicles, the majority of them being local residents driving to and from work, will visit the site. For a two-week period, once per year during outdoor harvest, there could be a peak of 25 vehicles per day.

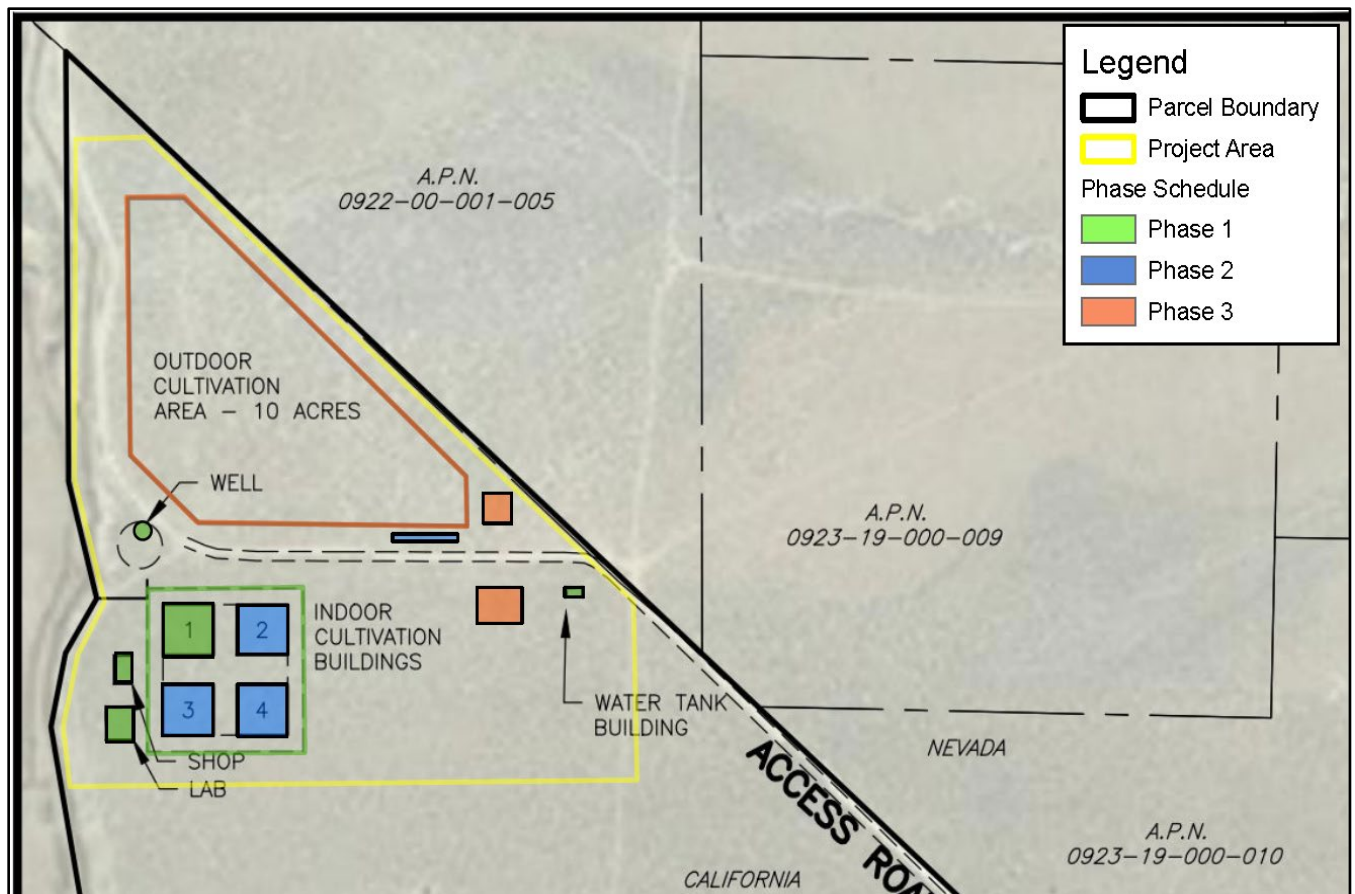


Figure 3. Site Plan.

General Plan Consistency

The project is consistent with General Plan Land Use Designation policies, Countywide Land Use policies, and Antelope Valley 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, Commercial Cannabis Activities.

The General Plan land use designation for this property is Agriculture-10 (AG-10), which allows for commercial cannabis cultivation subject to Use Permit and Cannabis Operation Permit (Mono County Code §5.60). 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.

The project meets the development standards for the AG designation; all structures will be setback 50’ from property lines, lot coverage will be less-than 40%, and all structures will be 35’ or less in height. Development will also be setback a minimum of 30’ from the top of bank of Highline Ditch as required per MCGP LUE 04.120.F.1.b.

Cargo Containers

Chapter 20 of the General Plan regulates the use and placement of cargo containers. The intent of this chapter is to provide for the orderly placement of cargo containers throughout the county, to protect the character and visual quality of neighborhoods and communities through appropriate

aesthetic restrictions, and to address health and safety hazards through building permit requirements.

The project proposes to place four cargo containers on the property in support of outdoor cultivation. MCGP LUE §20.050, Visual Mitigation Requirements, limits the total number of cargo containers on properties of one to five acres to two containers, but is silent on regulating larger properties. Exceptions to these requirements may be granted with a Director Review (DR) with Notice (§20.050.A.4). To provide clarity on permitted uses, the four proposed cargo containers are included in this use permit due to the lack of specific regulatory direction. The cargo containers are subject to the applicable requirements in MCGP LUE §20.050.

The project does not identify the exact location or color of the four proposed cargo containers at this time; however, cargo containers require a standard Building Permit from the Community Development Department (20.050.B). Through this process, staff will be able to verify that the containers conform to height, setback, and lot coverage standards in addition to mitigation requirements a part of Chapter 20.050.A:

- 1. Containers shall be placed in a manner to minimize visibility from adjacent properties and roadways.*
- 2. Containers shall be painted a solid color that blends into the surrounding landscape, vegetation and/or structures.*

Compliance with MCGP LUE Chapter 13, Commercial Cannabis Activities

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 4.75 miles from Antelope Elementary School and Coleville High School.

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. Proposed structures and the installation of cargo containers requires an approved Building Permit. When a building permit application is submitted, staff shall verify compliance with California Building Code and applicable Mono County development standards.

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.

Odor generated from outdoor cannabis cultivation is difficult to analyze due to several variables including peak concentrations, atmospheric conditions, and topography. Each project has a unique set of conditions. In the case of this proposal, the significant buffer from the grow site to the nearest receptor provides some level of confidence that no significant impacts related to odors will occur on a regular basis. Anecdotal evidence suggests that strong cannabis odors can be detected at least 600 feet away, although it also has been stated that the odor can be noticed up to 1 to 2 miles away from the source (Santa Barbara County, 2017).

The project site is in a rural area and surrounded by large agriculture parcels, with the smallest being 50 acres. The cultivation area is sited approximately 1,700' (0.32 miles) from the nearest residence, located in Nevada. The closest residence in Mono County is a mile away. There are three houses within a one-mile radius of the project. Odor nuisances are intended to be abated through these large buffers.

Use permit conditions require the applicant to post notice at the entrances of the property with contact information for Mono County Code Enforcement. If complaints are received, the County will investigate and determine the validity of complaints. The applicant is willing to accept requirements to install devices to mitigate offsite detection of cannabis odors by modifying indoor cultivation facilities' exhaust ventilation, routing, and diffusion; and installing mist-based commercial odor control systems.

If outdoor cultivation is determined to generate nuisance odors, the applicant will accept modifying the cultivation area to meet a 200' buffer to the Nevada border, resulting in an approximate 50% reduction in outdoor crop area, creating a mitigation of both distance and scale.

The MND analysis finds odor to be a less than significant impact because the project would not affect a "substantial number of people" due to the low density of residents in the area, whether in California or Nevada. Furthermore, any additional regulatory means, such as measuring odor intensity, would not apply to properties in Nevada as Mono County does not have jurisdictional authority in Nevada.

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 other than required sign posting County contact information.

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.

The proposed project is over three miles from US 395, approximately 1.3 miles from the nearest paved County road (Topaz Lane), and about half a mile from the nearest gravel County road

(Eastside Lane). It lies on the valley floor, not on any ridge or escarpment. Due to the remote location of the proposed site, visual screening issues are minimal. Other than views from across the valley, the project is visible from only two homes (both in Nevada and distant – at least 1,700 feet) and both of these homes are above the project with no sightlines impeded. Sage brush on the surrounding properties averages four to five feet high. The project features are consistent and blend with the other agricultural uses and operations in the valley. There are no visual screening elements proposed other than large natural buffers.



Figure 4. Looking west from Eastside Lane, NV onto the project site.

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. Any exterior lighting on the property will comply with Chapter 23, Dark Sky Regulations, and shall be downward directed and fully shielded, with lighting temperatures not to exceed 3,000K.

The General Plan and state law requires interior light systems to include window coverings to confine light and glare to the interior of the structure. Light mitigation measures shall be utilized from sunset to sunrise to avoid nighttime glare (MCGP 13.080.B).

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.

All parking will be contained onsite, and the property is adequate in size to accommodate the required number of parking spaces. The project proposes eight parking spaces (including one ADA-compliant space) adjacent to the indoor cultivation buildings, and three parking spaces (including one ADA-compliant space) adjacent to the nursery and processing building for a total of 11 parking spaces.

General Plan Table 6.010 defines the number of parking spaces for different land uses however agricultural operations nor cannabis activities have prescribed requirements. For any uses not specifically mentioned, the Commission shall determine the number or amount of parking required.

The project proposes approximately 23 employees on site during peak season, although seasonal employment may result in a slight increase. The Commission may accept the 11 parking spaces to satisfy the project’s demand, or condition approval of the project to include more.

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 and common to this area. The existing agricultural operation to the east includes large tractors with tilling instruments; harvesting machinery; semi-truck deliveries and hauling of hay, garlic, and cattle to market; heavy equipment used in maintaining irrigation canals; fuel trucks; diesel irrigation pumps; and power generators.

13.080 Cannabis Cultivation Requirements

A. Setbacks

1. *Outdoor cultivation areas and all associated structures located on or around the premises shall meet all applicable setback requirements set forth in the Land Use Designation Chapter 02-04.*

The project meets AG setback requirements. See section 13.070.D. Setbacks, above.

2. *Outdoor cultivation areas shall be set back three hundred (300) feet from:*

- 1) *existing habitable space under separate ownership, measured from the nearest boundary line of the cultivation area to the nearest point of the habitable space;*

The nearest habitable structure under separate ownership is over 1,700’ away from the project site.

2) the property line of any neighboring parcel under a different land use designation;

The Commission will need to determine if the adjacent Nevada parcel constitutes a different land use. Requiring a 300' setback from the property line will reduce the outdoor cultivation by 74%, or from 10-acres to 2.6-acres.

The adjacent Nevada parcel is 40-acres, vacant, and designated Forest and Range, by Douglas County. The intent of this designation is to maintain the resource and open space use and value of the lands. Federally owned or controlled lands currently have a 40-acre minimal parcel size. Private lands have a 19-acre minimum parcel size.

This portion of Douglas County is considered the Antelope Valley Community and two designations make up the area: Agricultural and Forest and Range. It is the most sparsely populated community in Douglas County. The community's vision statement is; "Antelope Valley will remain a very low-density rural community focused on providing access to public lands, the Walker River, and other recreational use areas" (Douglas County Master Plan, 2020, p.94).

Because this parcel is in Nevada where Mono County does not have jurisdiction, the 300' setback requirement may be considered not applicable.

3) any public or private road or other vehicular path of travel serving, or intended to serve, as access for multiple properties; and

The project site is at the terminus of Fence Line Road, an unmaintained Douglas Co, NV, public road. The terminus of Fence Line Road is approximately 400' from the proposed outdoor cultivation area. The project meets the setback requirement from this road even if the requirement is considered inapplicable to a road in Nevada. See Figure 6.

The dirt road used to access the property has been called "Stateline Road," but it is not a County-maintained road or a recorded easement. Access to private properties in Nevada and Mono County do not rely on use of Stateline Road and this road may be used privately by the landowner.

The project site is approximately 0.5-miles (2,640') from Eastside Lane, the closest public road serving multiple properties.

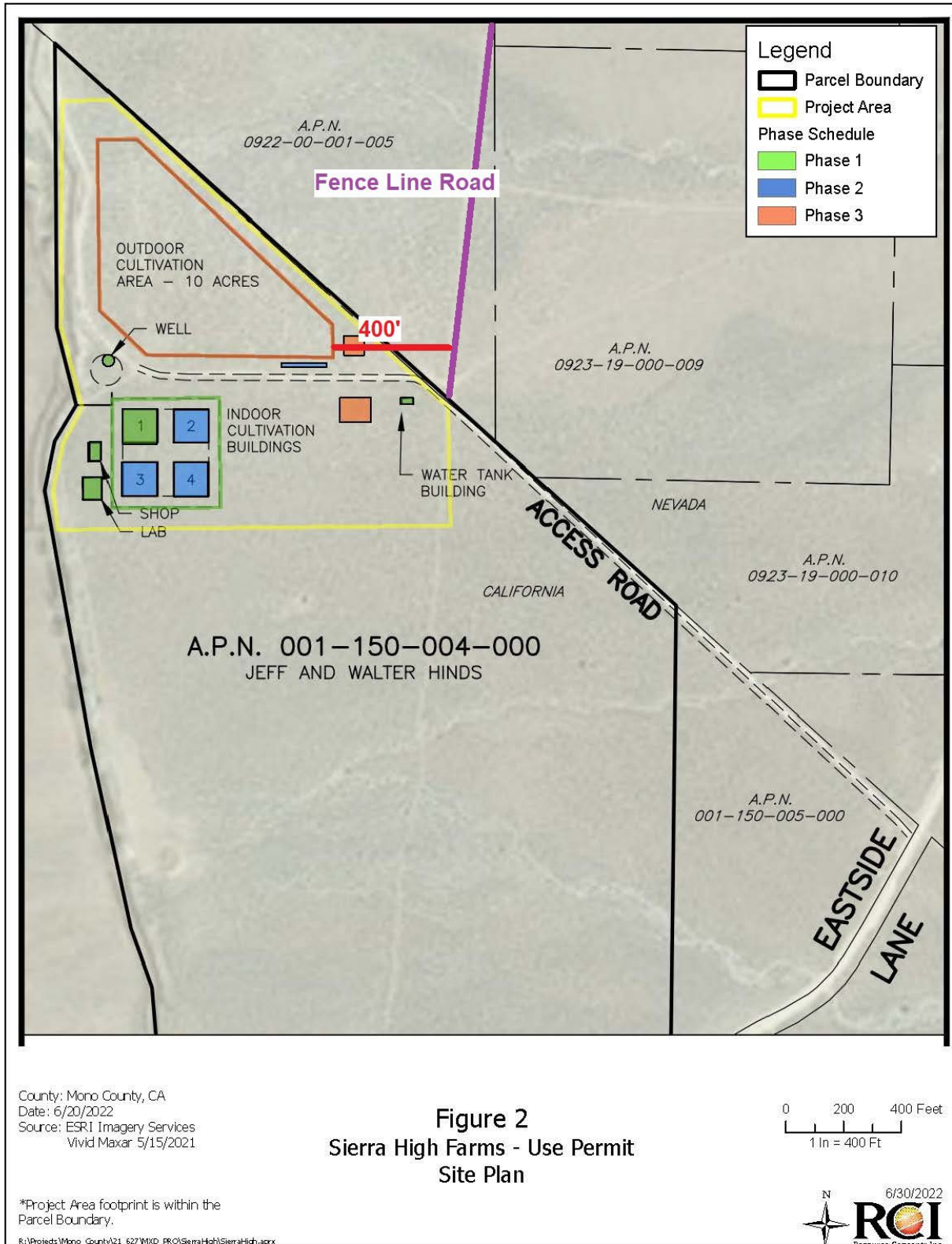


Figure 6. Fence Line Road

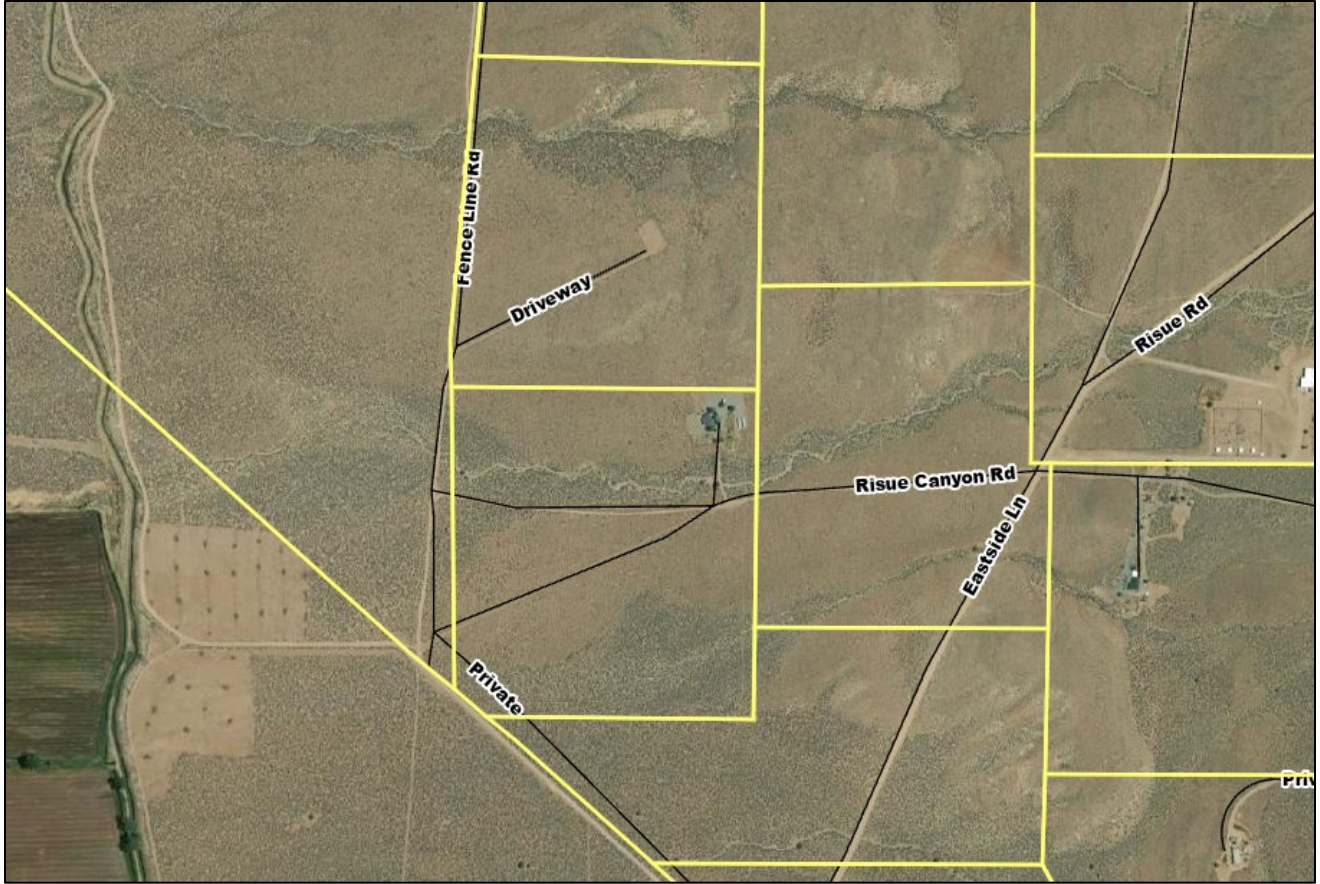


Figure 5. Douglas Co, NV parcels and roads

4) *any public and formally identified nonmotorized or multi-modal pathway.*

There are no formally identified nonmotorized or multi-modal pathways in the vicinity of the project site.

3. *All structures used for indoor cultivation and all structures used for drying, curing, grading, trimming or processing shall comply with the setbacks for the land use designation. There shall be no evidence of cannabis cultivation outside the structure (e.g., the use shall comply with the Visual Screening Plan, Sign Plan, and Mono County Code Chapter 5.60).*

All structures meet the AG setback requirements and there will be no evidence of cannabis cultivation from outside the structures.

4. *Cultivation within a “hoophouse” or shade-cloth structure shall be subject to the requirements of this chapter, including the parcel restrictions, setbacks, and all General Standards and Requirements (Section 13.070).*

The operation includes hoophouses for outdoor cultivation. Hoophouses shall comply with the requirements of the General Plan and County Code.

5. *The Planning Commission may modify the requirements if all of the following findings can be made for an alternative site plan:*
 - i. *The requested modification(s) improve security, visual mitigation, and/or odor mitigation of the cannabis activity without increasing or creating new impacts that otherwise would not have existed under the required standards;*
 - ii. *The approval of the alternative site plan will not constitute a special privilege inconsistent with the limitations upon other properties in the vicinity and in the land use designation in which the property is situated; and*
 - iii. *The approval of the alternative site plan will not be detrimental to the public welfare or injurious to property or improvements in the area in which the property is situated.*

An alternative site plan is not proposed.

- B. *Lighting. Interior light systems shall include window coverings to confine light and glare to the interior of the structure and be detailed within the Lighting Plan. Light mitigation measure shall be utilized from sunset to sunrise to avoid nighttime glare, as required in California Department of Food and Agriculture State Code 8304.*

Interior light systems will be controlled and tested by the applicant. A Lighting Plan for the indoor cultivation facilities has been provided. The facilities will contain few windows so that cultivation is not disrupted by the exterior conditions, and all light mitigation measures shall be complied with to avoid nighttime glare.

Other than security/emergency lighting, no outdoor lighting is proposed. All outdoor lighting will comply with Mono County night sky requirements and provide mitigation measures required by State Code 8304.

- C. *Dust Control. Dust control measures shall be utilized on access roads and all ground-disturbing activities shall be conducted in compliance with the Great Basin Unified Air Protection Control District regulations and Mono County grading requirements.*

The project site is accessed by a private dirt road and Eastside Lane, which is dirt for 1.3 miles to the property. Abiding by the posted speed limits will reduce excessive dust generated by vehicles supporting the project.

An irrigation sprinkler will be used for dust control along sections of the road while disturbance activities take place. The sprinkler will follow the progression of road work. Downhill of grading and uphill of the Highline irrigation ditch, silt fencing/wattles will be installed to prevent any erosion into the Highline.

To minimize erosion potential, all cut-and-fill slopes shall be a maximum grade of 2:1 and all areas of temporary disturbance will be stabilized upon project completion. The project proposes approximately three acres of soil disturbance that will require

authorization under the State's General Construction Permit, which includes the preparation and implementation of a Storm Water Pollution Prevention Plan (SWPPP) that would minimize site erosion and loss of topsoil. Implementation of the SWPPP will include installation of effective Best Management Practices (BMPs), including minimization of vegetation removal and installation of temporary erosion and sediment controls that would reduce erosion and sediment loss. Additionally, any areas of temporary disturbance will be reseeded with a locally sourced native seed mix upon completion of construction and protected by installation of an erosion control fabric or suitable alternative. GBUAPCD Mono County Grading Permit regulations may also apply.

- D. The Permittee shall provide a site plan identifying all cultivation area(s) to ensure that the total canopy size of cannabis cultivation does not individually exceed the amounts authorized by County permits and State law.*

A site plan with cultivation areas identified has been provided, see Attachment 1. The project is required to remain consistent with the provided plans.

- E. In no case shall any hazardous, flammable, or explosive substances be used to process or manufacture Cannabis Products on the premises unless all necessary permits have been obtained from all appropriate agencies.*

Use of hazardous, flammable, or explosive substances is not being proposed, if products are to be used on the premise, all necessary permits are required to be obtained.

- F. Closed to general public. Cannabis cultivation premises shall be inaccessible by the general public unless supervised by the permittee.*

The project site will be closed to the general public.

- G. In no case shall a building intended for residential use be used for cultivation.*

The property contains no residential structures at this time. All facilities will be used for the cannabis operation and not residential uses.

- H. In reviewing an application for a Use Permit to cultivate cannabis, the following additional information may be requested: 1. Projected energy demand and proposed renewable energy generation facilities; and 2. Unique identifier, inventory, and quality control procedures.*

The applicant will use a propane cogeneration power system that produces heat and electricity simultaneously in a single plant. The applicant shall install a solar array onsite capable of meeting a portion of the electrical demand of the project prior to operating Phase 3.

13.090 Cannabis Distribution and/or Processor. In addition to 13.070 requirements, a permit for distribution is subject to the following additional requirements:

A. Indicate truck parking and loading areas;

Truck parking and loading areas are indicated on the site plan.

B. Storage and handling plans; and

A concrete vault will be in each cultivation building for storage. The operation will only move product from the concrete vaults on an as-needed basis for retail. The Retail license will purchase product from the Distribution license as needed. The retail storage cabinet will not stock product and will remain empty until being used as a momentary holding point when transferring to delivery vehicles.

C. Closed to general public. Cannabis distribution premises shall be fully enclosed and inaccessible by the general public unless supervised by the permittee.

The distribution premise shall be closed to the general public. Packaging and storage of product will be with facilities. The loading of product into distribution vehicles will occur in a designated area within the premise.

D. Any other relevant information requested by the Director of the Community Development Department, or his or her designee.

E. The information provided may be held in a confidential file, exempt from disclosure as a public record pursuant to Government Code Section 6255(a).

Use Permit Findings

In accordance with Mono County General Plan, Chapter 32, the Planning Commission may issue a Use Permit after making all findings in the affirmative.

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 (MCGP). The site is adequate in size to accommodate the proposed structures, septic system, parking, loading, and all setbacks and requirements for the Agriculture (AG) land use designation (LUD), as shown in the site plan (Attachment 1) and described in this staff report. The project complies with General Plan Chapter 13, Commercial Cannabis Activities and is required to receive a Cannabis Operation permit from the Board of Supervisors in compliance with Mono County Code Chapter 5.60, Cannabis Operations. This finding can be made.

ALTERNATIVE

The project does not comply with all applicable provisions of the MCGP. The proposed outdoor cultivation area does meet the required setback of 300' from the property line of the neighboring parcel under a different land use designation (east parcel in Douglas County, NV). Additionally, the purpose of MCGP Chapter 13, Commercial Cannabis Activities, is to protect the public health, safety and welfare, protect neighborhood character, and minimize potential negative impacts on people, communities and the environment in the unincorporated areas. Based on received public comment, the project is not consistent with the neighborhood character and generates new potential negative impacts on the people and community. This finding cannot be made.

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 Eastside Lane, a County-maintained road. All transportation of product shall be within California, traveling south on Eastside Lane for approximately 1.3 miles to the intersection of Topaz Lane. At this point, Eastside Lane and Topaz Lane are paved. The expected traffic generated by the project includes employee vehicles, delivery from FedEx/UPS, one propane delivery per week, two wholesale deliveries per week, one non-storefront delivery per week, and three supply trips to town per week. The majority of vehicles used will be employee passenger vehicles. The level of traffic is similar to non-cannabis agricultural operations that include employees for harvesting and truck traffic for distribution. Eastside Lane supports the surrounding agricultural operations and can support this project. This finding can be made.

ALTERNATIVE

Eastside Lane is not adequate to carry the quantity and kind of traffic generated by the proposed use because the existing road surface (dirt) will be impacted due to increased year-round use. This finding cannot be made.

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 Antelope Valley. The setbacks are adequate to reduce impacts to surrounding property owners. By implementing the proposed mitigation measures, the project will not produce any significant impacts. The project is a significant distance away from sensitive receptors in the community of Topaz, Coleville, and Walker, including schools and the community center, and from the nearest Mono County resident.

ALTERNATIVE

The project will be detrimental to the public welfare because it will generate nuisance odors objectionable to at least one nearby residential property in Nevada.

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 Antelope Valley Community Policies and meets the requirements of MCGP Chapter 13, Commercial Cannabis Activities (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 Antelope Valley Planning Area. The Antelope Valley Community Plan encourages businesses that create diversity, while being consistent with the rural character of the area.

Notice of Public Hearing

A public hearing notice was published in the December 3, 2022, issue of The Sheet (See Attachment 3) and was mailed to surrounding California property owners within 300 feet of the proposed project. Notice was also emailed to 19 individuals who requested to be notified.

At the time of this staff report five public comments were received (see Attachment 4). The following concerns were raised:

- The project will increase traffic on Eastside Lane, impacting wildlife and recreation in the area.
 - The increase in traffic is not anticipated to impact wildlife or recreation and is similar to other agricultural operations requiring harvesting in the area. The project will generate new traffic such as employee vehicles, passenger cars, and weekly utility trucks, similar to the existing use of the area's roads. Thirteen (13) acres of native vegetation was previously cleared from the project area. Long standing pastures and agricultural fields in the area have lost much of their former habitat value for native wildlife (See "3.3 Vegetation" of the MND, Attachment 2).
- The project will generate urban sprawl.
 - No residential development is proposed at the property at this time. The property's designation, Agriculture-10, may not be subdivided into parcels less than 10-acres.
- The project increases fire risk to the area.
 - The project does not have any ignition sources more hazardous than a typical agricultural operation in the area. The project will comply with MCGP Chapter 22, Fire Safe Regulations. The parcel is in a Local Responsibility Area and is within the Antelope Valley Fire Protection District service area. The project is required to receive a Will-Serve letter for fire protection. All structures and storage of flammable substances is required to meet California Building Code standards.
- Installing overhead power poles is not justified.
 - Overhead power poles are no longer proposed. Any future utility connection is required to be underground.

- The amount of water used by the project is too much and will impact surrounding properties.
 - Indoor cultivation will use up to 2.9 acre-feet per year. Outdoor cultivation will use 4.48 acre-feet per year. The estimated groundwater recharge in the Antelope Valley is between 15,600 acre-feet to 22,800 acre-feet per year. The water demand for the project will have a less than significant impact on groundwater supplies.
- The project will impact water quality.
 - All structures will be setback a minimum of 30' from the Highline Ditch's top-of-bank. Storm water runoff will be retained in a stormwater detention basin on site.
- Structures will negatively impact the visual character of area.
 - Structures shall not exceed 35' in height. The design of structures were selected to invoke an agricultural feel rather than industrial with raised center aisles typically seen in horse barns. The proposed structures and number are consistent with agricultural uses in the area.
- Odors from the project will impact neighbors.
 - Prevailing winds, large buffer distances from neighbors, and mitigation measures included in the MND will mitigate odors generated by the project.
- The project will diminish the quality of life in the area.
 - The project is similar to existing agricultural operations in the area. Analysis and mitigation measures have been provided to minimize impacts to surrounding properties.
- Marijuana production serves the illicit drug trade.
 - Marijuana production is permitted within Mono County and the State of California. The County and State have established regulations permitting the activity. Marijuana businesses are required to obtain both County and State licenses prior to operating. Production, transportation, and sales are tracked through the State's licensing program. Illegal operations are subject to enforcement by State and local authorities.
- The project is of an industrial-style production.
 - The project is similar to other agricultural operations and does not include industrial manufacturing.
- The project site lacks infrastructure.
 - The project proposes the infrastructure necessary to support the use.
- The access route to the project serves as access and evacuation route from Douglas County residents.
 - The access route to the project site, Stateline Road, is not a public road or recorded easement. Use of Stateline Road may be considered trespassing. Douglas County residents are served by public roads originating in Douglas County.
- Impacts to the Sheriff Department is not addressed.

- The Mono County Sheriff does not review land use permits. The Sheriff will review the applicant's Cannabis Operation Permit application and is required to approve the project's security plan at that time. The Sheriff's Department has been advised of the project to facilitate review under the Cannabis Operation Permit.

Similar concerns were raised in comments provided during public review of the Initial Study and Mitigated Negative Declaration. Responses to those comments can be found in Attachment 2.

In addition, members of the public attended an Antelope Valley Regional Planning Advisory Committee (RPAC) meeting this fall to request the RPAC oppose the project. The Antelope Valley RPAC noted their role is advisory on policy matters and the development of regulations. The RPAC requested the commenters suggest revisions to Mono County's cannabis regulations, which the RPAC would then consider, but that otherwise the Antelope Valley RPAC does not have a role in evaluating development applications. The commenters were asked to submit comments to the Planning Commission.

Land Development Technical Advisory Committee (LDTAC)

The applicants first attended LDTAC on August 16, 2021, for a pre-application review of the project. The project was accepted for processing on October 4, 2021. No public comments were received at either meeting. On December 12, 2022, the LDTAC reviewed and approved the draft conditions of approval.

CEQA Compliance

The County contracted with Resource Concepts, Inc. (RCI) to conduct an Initial Study and environmental reporting. The Initial Study determined the project could have potential impacts to the following resources: Biological resources, Cultural Resources, Hydrology/Water Quality, and Tribal Cultural Resources. A Mitigated Negative Declaration (MND) has been completed and proposed for the project. Mitigation measures are identified that would reduce all potentially significant impacts to less than significant levels. See Attachment 2.

On April 19, 2022, notice to tribes was provided in compliance with Assembly Bill 52, initiating a 30-day period to request consultation. No requests for consultation have been received to date.

On September 28, 2022, a notice of intent to adopt the MND was published in The Sheet newspaper. The Draft MND was made available to the public online and physical copies were available at the Coleville Library and Community Development Department office in Bridgeport. Notice was also submitted to the California Governor's Office of Planning and Research, State Clearinghouse, website. Additionally, notice was emailed to eight individuals who requested notification. The notice began a 36-day comment period ending November 3, 2022; 16 comments were received and responded to within the MND, see Attachment 2.

This staff report was reviewed by the Community Development Director.

ATTACHMENTS

- Attachment 1: Site Plan
- Attachment 2: Mitigated Negative Declaration & Mitigation Monitoring and Reporting Plan

- Attachment 3: Public Hearing Notice
- Attachment 4: Public comments

MONO COUNTY
Planning Division

DRAFT NOTICE OF DECISION & USE PERMIT

USE PERMIT: 21-006

APPLICANT: Jeff and Walter Hinds

ASSESSOR PARCEL NUMBER: 001-150-004

PROJECT TITLE: Sierra High Commercial Cannabis

PROJECT LOCATION: 7761 Eastside Lane, Topaz

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.

NOTICE IS HEREBY GIVEN PURSUANT TO CODE OF CIVIL PROCEDURE SECTION 1094.6 THAT THE TIME WITHIN WHICH TO BRING AN ACTION CHALLENGING THE COUNTY'S DECISION IS 90 DAYS FROM THE DATE THE DECISION BECOMES FINAL. IF NO APPEAL IS MADE TO THE PLANNING COMMISSION THE PLANNING COMMISSION DECISION SHALL BECOME FINAL ON THE EXPIRATION OF THE TIME TO BRING AN APPEAL. NOTICE IS ALSO HEREBY GIVEN THAT FAILURE TO EXHAUST ADMINISTRATIVE REMEDIES BY FILING AN APPEAL TO THE BOARD OF SUPERVISORS MAY BAR ANY ACTION CHALLENGING THE PLANNING COMMISSION'S DECISION.

DATE OF DECISION/USE PERMIT APPROVAL: December 15, 2022

EFFECTIVE DATE USE PERMIT: December 25, 2022

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: December 15, 2022

CC: X **Applicant**
 X **Public Works**
 X **Building**
 X **Compliance**

CONDITIONS OF APPROVAL

Use Permit 21-006/Sierra High

1. Project shall comply with the Mitigation Monitoring and Reporting Plan, as stated in the Sierra High Farms Mitigated Negative Declaration, Section 5.
2. An easement shall be recorded against the deed of property APN 001-150-005-000 to allow legal access to the project site. APN 001-150-005-000 is currently under the same ownership as the project site parcel.
3. All development shall meet requirements of the Mono County General Plan, Mono County Code, and project conditions.
4. The project shall install and connect to an onsite solar power system prior to completing the outdoor cultivation area (Phase 3). No outdoor cultivation shall take place before the solar power system is complete.
5. All utilities shall be installed underground (MCGP 11.010 D).
6. All structures shall maintain a minimum setback of 30' from Highline Ditch, measured from the top of the bank (MCGP 04.120).
7. Project shall comply with General Plan Chapter 13, Commercial Cannabis Activities.
8. Exterior lighting on the property will comply with Chapter 23, Dark Sky Regulations, and shall be downward directed, fully shielded, with lighting temperatures not to exceed 3,000K.
9. Required revegetation shall use a locally sourced, native seed mix upon completion of construction and protected by installation of an erosion control fabric or suitable alternative. If plant survival is not sufficient to prevent erosion or dust, as determined by the Community Development or Public Works Departments, the applicant shall be required to reseed until plant survival is sufficient.
10. The project is required to obtain a Mono County Cannabis Operations Permit pursuant to Mono County Code 5.60 and appropriate state licensing prior to commencing operation. A copy of state licenses shall be provided to the Mono County Community Development Department prior to commencing operations.
11. The project shall be in substantial compliance with the project description and the site plan of the staff report. Minor changes and/or deviations to the project may be approved by a Director Review permit and/or ministerial processing provided the change or deviation does not generate controversy, new environmental impacts, new cultivation area, or new construction, as determined by the Community Development Director.
12. There shall be no expansion of cannabis uses without approval from the Mono County Planning Commission.

13. Applicant must maintain an active business license and tax certificate requirements.
14. Project shall comply with all Mono County Building Division, Public Works, and Environmental Health requirements.
15. Appeal. Appeals of any decision of the Planning Commission may be made to the Board of Supervisors by filing a written notice of appeal, on a form provided by the division, with the Community Development director within 10 calendar days following the Commission action. The Director will determine if the notice is timely and if so, will transmit it to the clerk of the Board of Supervisors to be set for public hearing as specified in MCGP Section 47.030.
16. Termination. A use permit shall terminate and all rights granted therein shall lapse, and the property affected thereby shall be subject to all the provisions and regulations applicable to the land use designation in which such property is classified at the time of such abandonment, when any of the following occur:
 - A. There is a failure to commence the exercise of such rights, as determined by the Director, within two years from the date of approval thereof or as specified in the conditions. If applicable, time shall be tolled during litigation. Exercise of rights shall mean substantial construction or physical alteration of property in reliance with the terms of the use permit;
 - B. There is discontinuance for a continuous period of one year, as determined by the Director, of the exercise of the rights granted; and
 - C. No extension is granted as provided in Section 32.070.
17. Extension: If there is a failure to exercise the rights of the use permit within two years (or as specified in the conditions) of the date of approval, the applicant may apply for an extension for an additional one year. Only one extension may be granted. Any request for extension shall be filed at least 60 days prior to the date of expiration and shall be accompanied by the appropriate fee. Upon receipt of the request for extension, the Planning Division shall review the application to determine the extent of review necessary and schedule it for public hearing. Conditions of approval for the use permit may be modified or expanded, including revision of the proposal, if deemed necessary. The Planning Division may also recommend that the Commission deny the request for extension. Exception to this provision is permitted for those use permits approved concurrently with a tentative parcel or tract map; in those cases the approval period(s) shall be the same as for the tentative map.
18. Revocation: The Commission may revoke the rights granted by a use permit and the property affected thereby shall be subject to all of the provisions and regulations of the Land Use Designations and Land Development Regulations applicable as of the effective date of revocation. Such revocation shall include the failure to comply with any condition contained in the use permit or the violation by the owner or tenant of any provision pertaining to the premises for which such use permit was granted. Before the Commission shall consider revocation of any permit, the Commission shall hold a public hearing thereon after giving written notice thereof to the permittee at least 10 days in advance of such hearing. The

decision of the Commission may be appealed to the Board of Supervisors in accordance with Chapter 47, Appeals, and shall be accompanied by an appropriate filing fee.

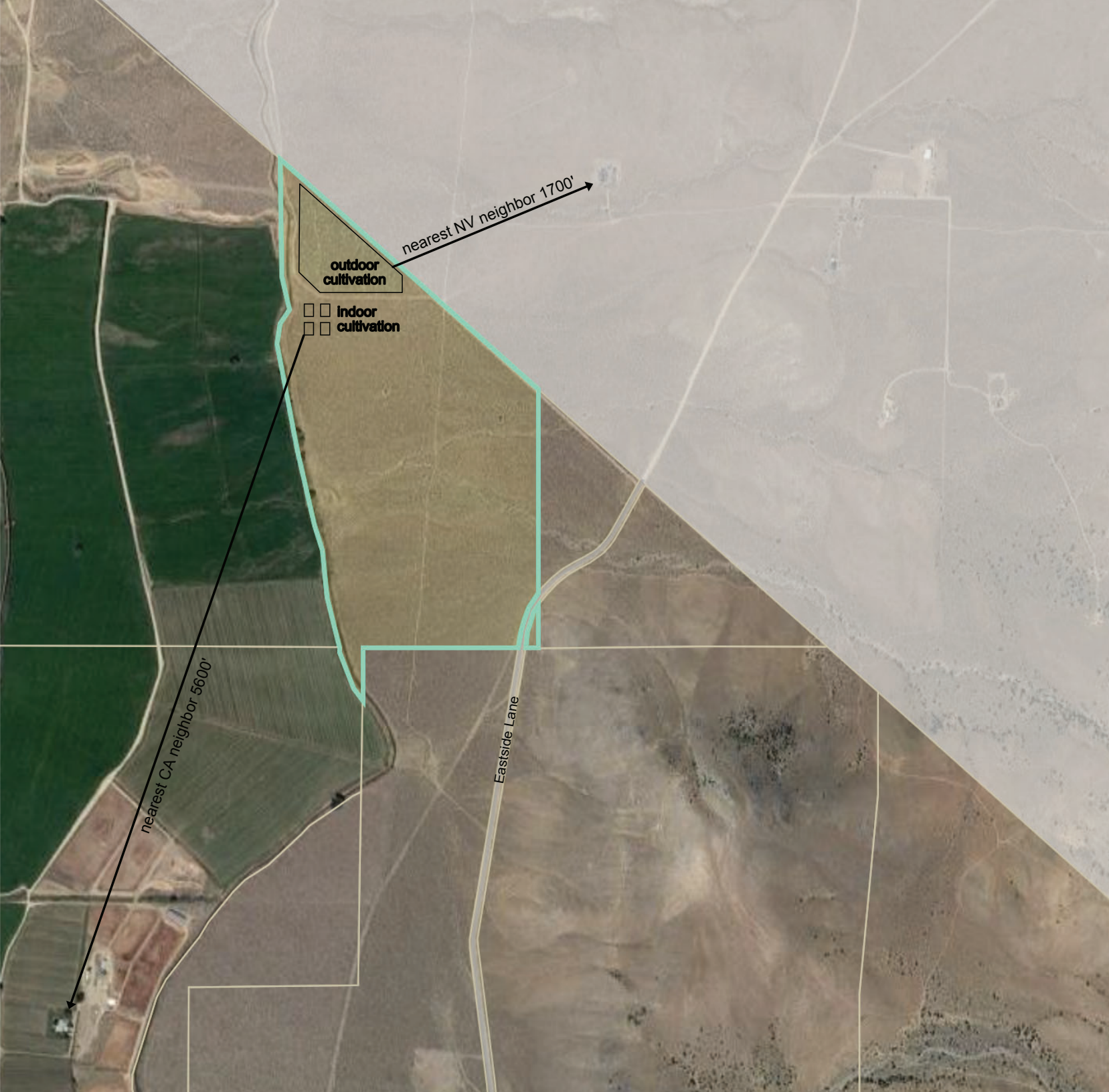
Attachment 1

Site Plan

Phased Site Plan

Building Elevations

Grading Plans



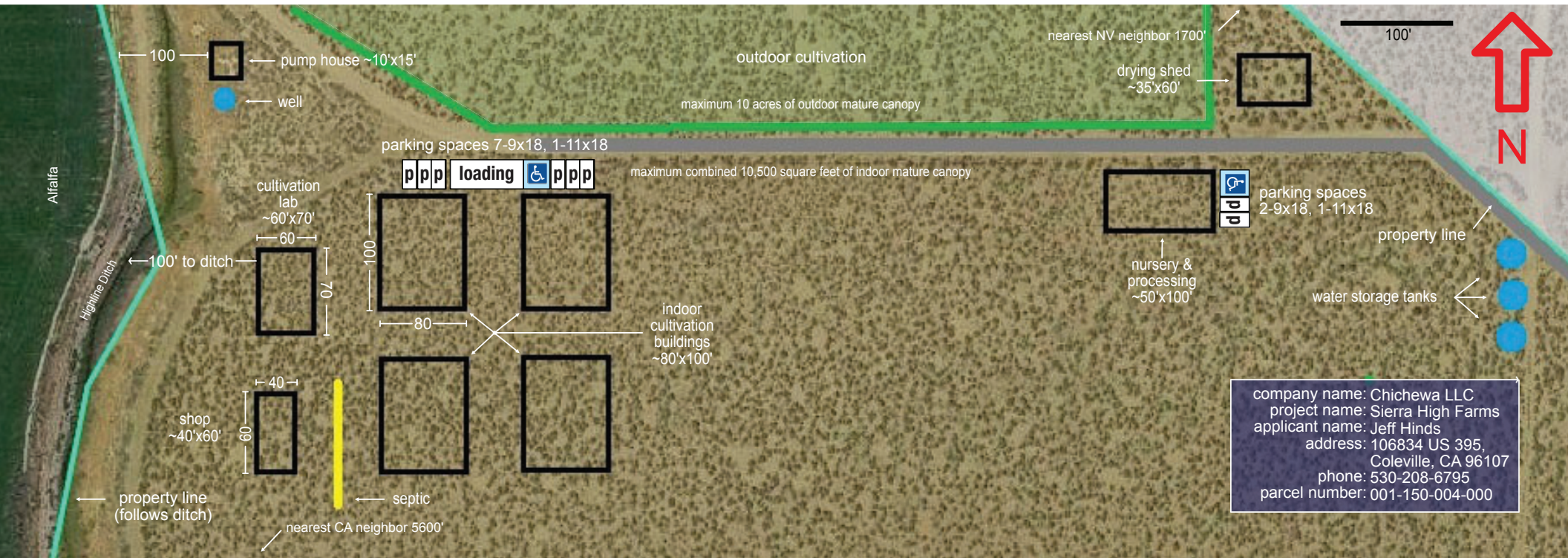
outdoor cultivation

□ □ indoor cultivation
□ □

nearest NV neighbor 1700'

nearest CA neighbor 5600'

Eastside Lane



company name: Chichewa LLC
 project name: Sierra High Farms
 applicant name: Jeff Hinds
 address: 106834 US 395,
 Coleville, CA 96107
 phone: 530-208-6795
 parcel number: 001-150-004-000

Sierra High Farms
Incremental Implementation
Phase 1 of 3

- roadbed improvements - We will improve the roadbed from Eastside Lane to our licensed area. Improvements will bring the road to CDF standards.
- grade building pad - We will grade for a building pad that can accommodate four cultivation buildings.
- build well-house and tank-house
- build Cultivation 1 - We will build our first cultivation building, powered by propane fueled cogen systems.
- build shop - We will build a 40' x 60' shop.
- build lab - We will build a 40' x 60' lab.

This is the initial phasing concept and deviations are permitted subject to Director approval and ministerial processing.



Sierra High Farms
Incremental Implementation
Phase 2 of 3

- build Cultivation 2, 3, and 4 - We will build the final 3 cultivation buildings on the initial pad. We will install a larger propane tank to power the cogeneration systems for these buildings.



This is the initial phasing concept and deviations are permitted subject to Director approval and ministerial processing.

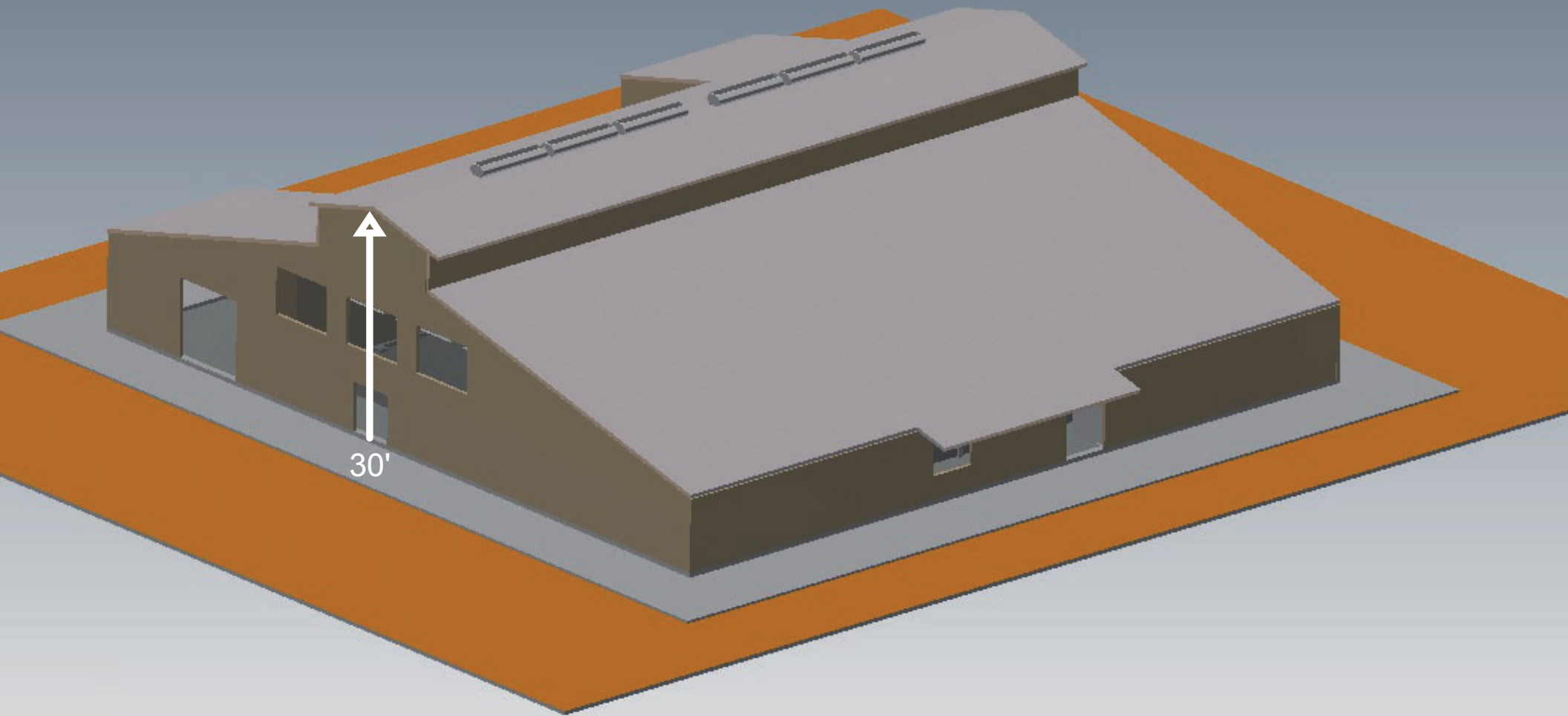
Sierra High Farms
Incremental Implementation
Phase 3 of 3

- create outdoor growth capacity - We will cultivate a maximum of 10 acres of mature cannabis canopy in the northernmost portion of our triangle.
- build drying shed - We will build an approximately 35' x 60' drying shed to support outdoor growth.
- build nursery and processing - We will build an approximately 50' x 100' nursery and processing center to support outdoor growth.
- Electrical connection will be made to Liberty Utilities as defined on the next page. Completion of this step is dependent on Liberty's completion of necessary capacity upgrades.

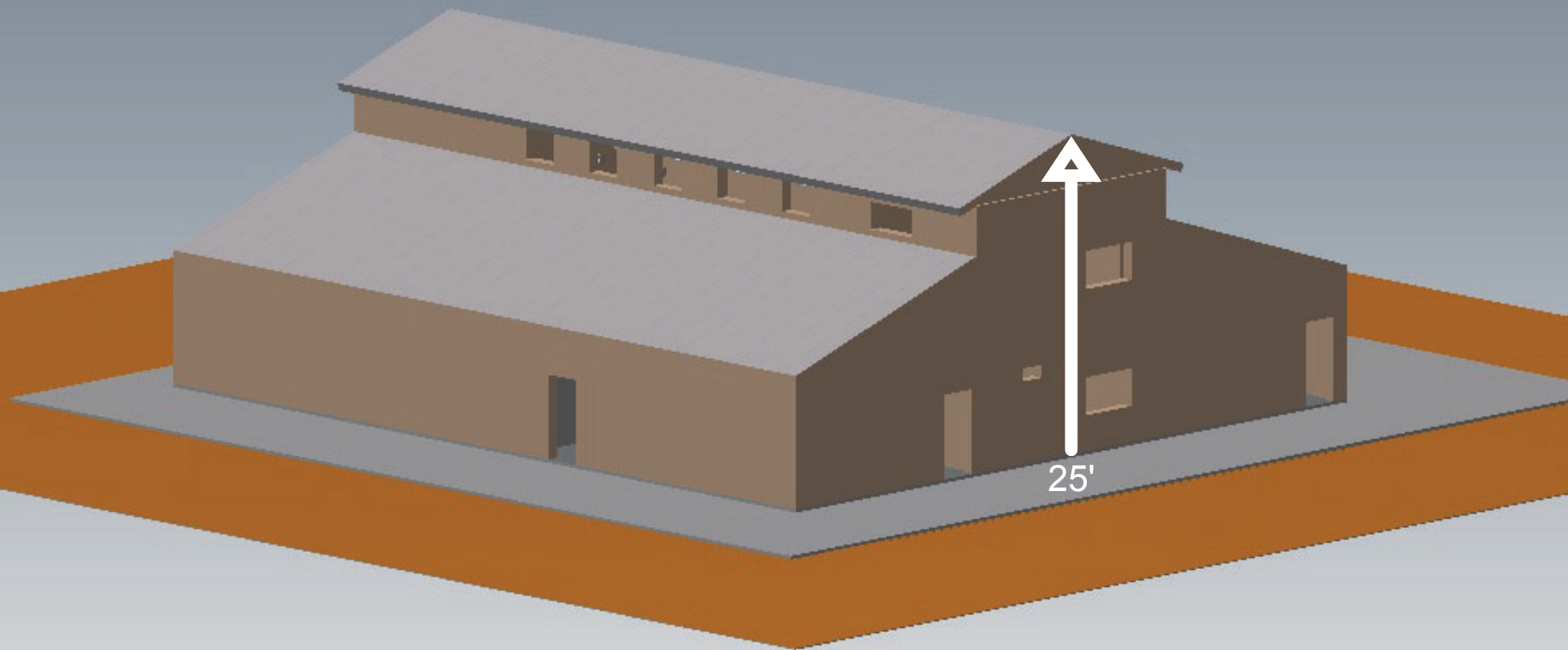
This is the initial phasing concept and deviations are permitted subject to Director approval and ministerial processing.



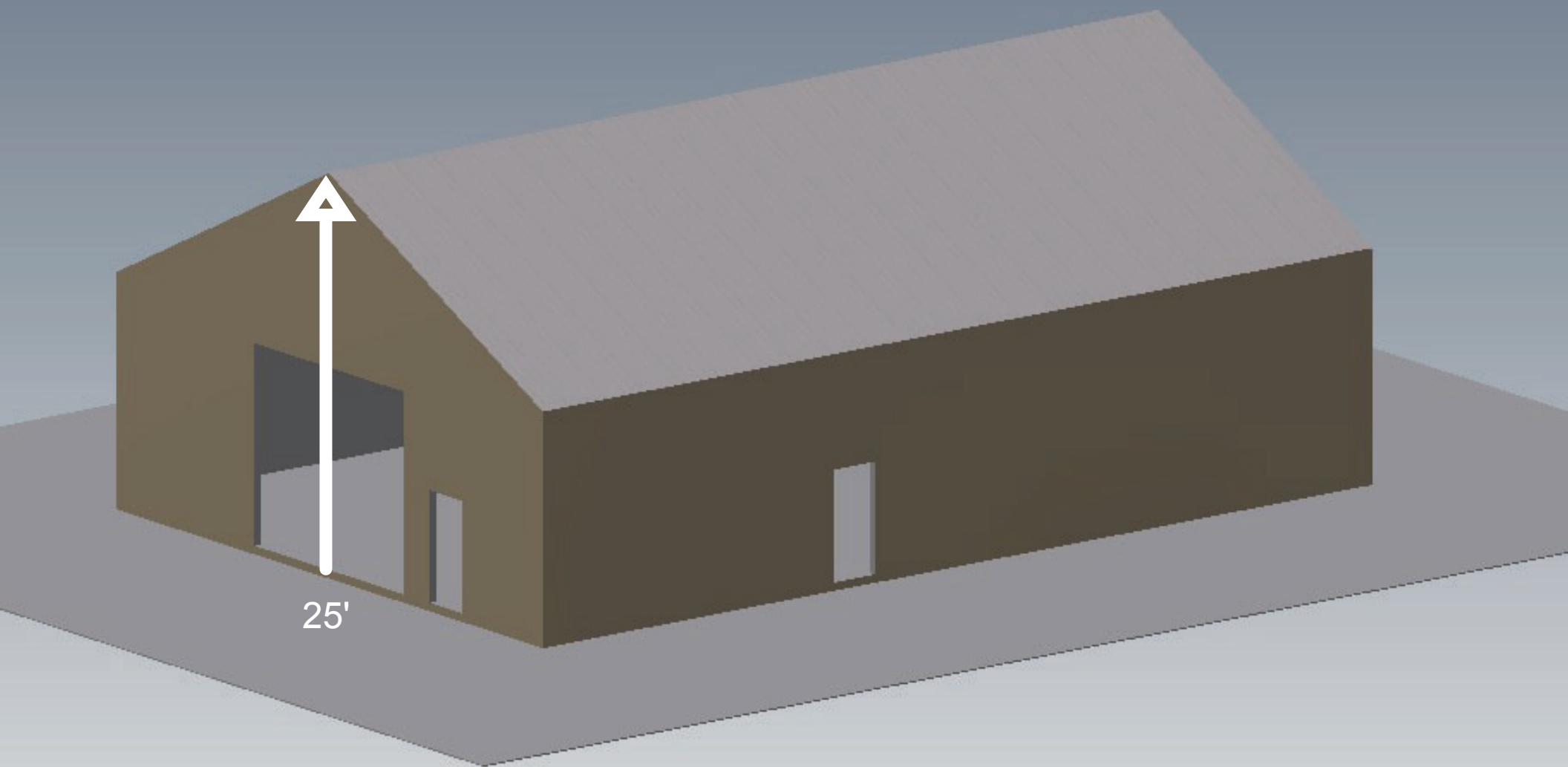
Cultivation Elevation



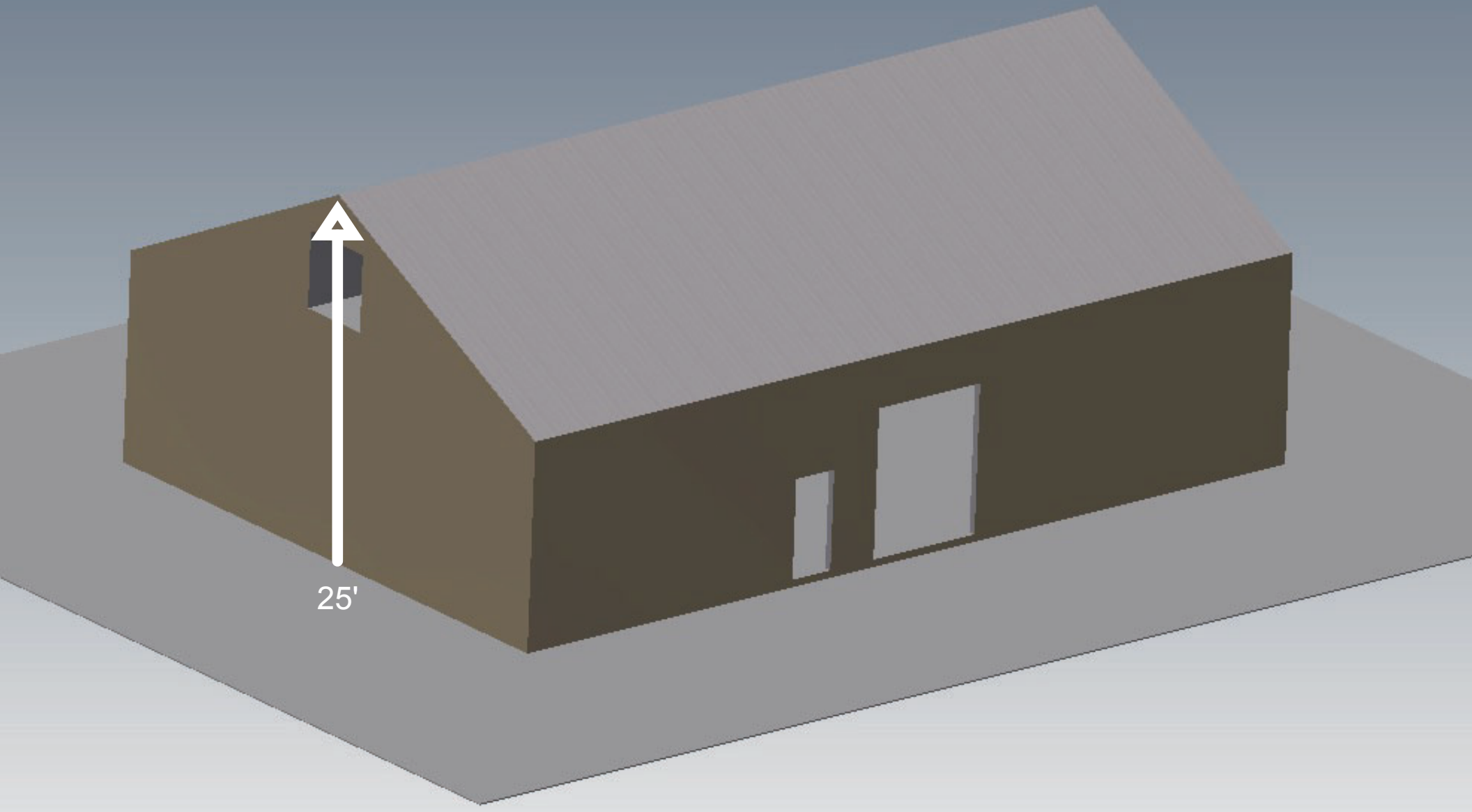
Lab Elevation



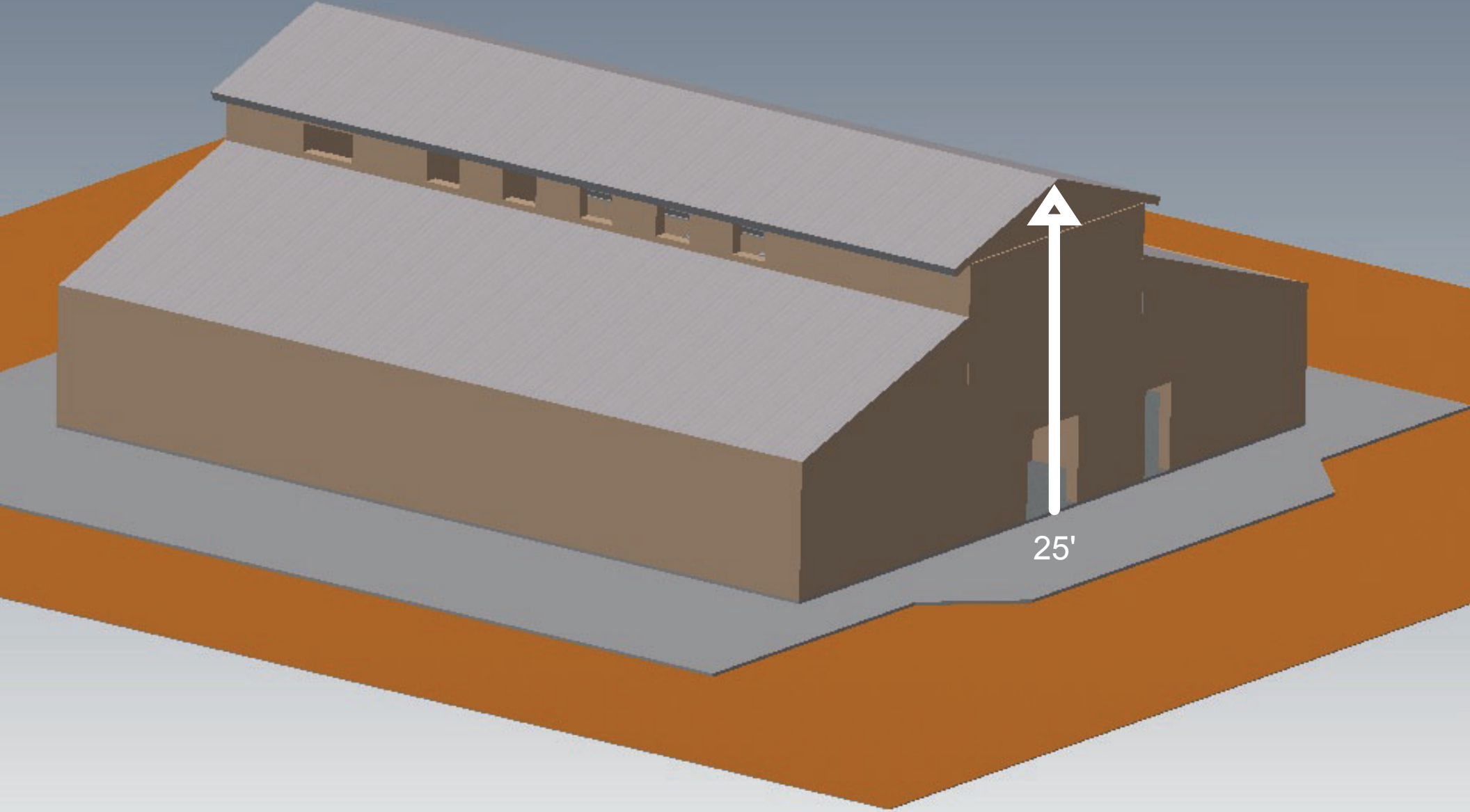
Shop Elevation



Drying Elevation



Nursery and Processing Elevation



GRADING / DRAINAGE PLAN

SIERRA HIGH FARMS COLEVILLE

GRADING AND SITework SPECIFICATIONS

GENERAL:

CONTRACTOR SHALL PERFORM PROJECT ACTIVITIES IN CONFORMANCE WITH MONO COUNTY ORDINANCES AND STANDARDS AND THE CONDITIONS OF APPROVAL OF APPLICABLE GRADING AND ENDOUSEMENT PERMITS ISSUED BY MONO COUNTY DEPARTMENT OF PUBLIC WORKS. ALL WORK IN THE MONO COUNTY RIGHT-OF-WAY SHALL BE SUBJECT TO AN ENDORSEMENT PERMIT FROM MONO COUNTY DEPARTMENT OF PUBLIC WORKS.

1. ALL WORK SHALL CONFORM TO THESE PLANS, SPECIFICATIONS, MONO COUNTY STANDARDS, AND THE LATEST EDITION OF THE "STANDARD SPECIFICATIONS" ISSUED BY THE CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS). IN THE EVENT OF A CONFLICT BETWEEN THE PRECEDING DOCUMENTS, THE MOST STRINGENT SHALL PREVAIL.

2. CONTRACTOR SHALL CONDUCT ALL GRADING OPERATIONS IN CONFORMANCE WITH THE CONSTRUCTION SAFETY ORDERS OF THE STATE OF CALIFORNIA, DEPARTMENT OF INDUSTRIAL RELATIONS, DIVISION OF INDUSTRIAL SAFETY. CONTRACTOR SHALL COMPLY WITH ALL REQUIREMENTS OF GENERAL OSHA STANDARDS FOR THE PROTECTION OF WORKMEN AND THE GENERAL PUBLIC.

3. CONTRACTOR SHALL CALL SILENCE ALERT AT (800) 442-2444 AT LEAST 48 HOURS PRIOR TO STARTING WORK. UTILITIES SHOWN ON THESE PLANS ARE LOCATED BASED ON AVAILABLE RECORDS AND FIELD MEASUREMENTS.

4. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE EXACT LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION.

5. ANY EVIDENCE OF THE HISTORICAL PRESENCE OF MAN FOUND DURING CONSTRUCTION SHALL BE BROUGHT TO THE ATTENTION OF THE MONO COUNTY PLANNING DEPARTMENT AND ALL CONSTRUCTION ACTIVITIES SHALL CEASE UNTIL AUTHORIZED BY THAT DEPARTMENT.

6. CONTRACTOR SHALL CONTACT THE MONO COUNTY DEPARTMENT OF PUBLIC WORKS AT (760) 833-5440 TO ARRANGE A PRE-CONSTRUCTION MEETING AT THE PROJECT SITE AT LEAST SEVEN DAYS PRIOR TO COMMENCING SITE ACTIVITIES.

7. TO REQUEST SERVICE OR INSPECTION, CONTRACTOR SHALL NOTIFY THE FOLLOWING COMPANIES OR AGENCIES AT LEAST 48 HOURS IN ADVANCE:

INSPECTION: CONSTRUCTION STAKING: SOILS TESTING:
DESIGNATED: TRIAD/HOLMES ASSOC. SIERRA GEOTECHNICAL SERVICES
CONTRACT INSPECTOR: (760) 834-7588 (760) 834-3992

CONSTRUCTION ACTIVITIES SHALL BE LIMITED TO THE HOURS OF 7:00 AM TO 8:00 PM MONDAY THROUGH SATURDAY (NO OPERATIONS ALLOWED ON SUNDAY). CONTRACTOR SHALL KEEP THESE HOURS OF CONSTRUCTION EQUIPMENT TO A MINIMUM. SIGNAGE AND MUFFLING DEVICES IN ACCORDANCE WITH PREVALENT REQUIREMENTS. SITE PREPARATION AND CONSTRUCTION SHALL BE CONDUCTED SO AS TO MINIMIZE EXCESSIVE NOISE, DUST, DEBRIS AND DISTURBANCE TO NEIGHBORS WITHIN 500 FEET.

8. THE LIMITS OF CONSTRUCTION SPECIFIED ON THESE PLANS SHALL BE CAREFULLY AND FULLY FLAGGED PRIOR TO START OF CONSTRUCTION IN A MANNER TO PREVENT DAMAGE TO VEGETATION AND DISTURBANCE TO SOILS OUTSIDE THE CONSTRUCTION AREA. SITE-DISTURBING ACTIVITIES SHALL BE RESTRICTED TO THE IDENTIFIED BOUNDARIES OF THE PROJECT.

9. RESTRICTIONS ON THE MOVEMENTS OF HEAVY EQUIPMENT SHALL BE ACCOMPLISHED THROUGH THE ESTABLISHMENT OF BARRIERS, TRAFFIC TRAILERS, SIGN PREVENT CUTTING, SCISSORING AND ROOT DAMAGE TO TREES AND SHRUBS NOT BEING REMOVED.

10. CONTRACTOR SHALL BE RESPONSIBLE FOR, AND WILL BEAR THE COST OF, RESETTING ANY SURVEY STAKES OR MONUMENTS DESTROYED BY HIS OPERATIONS.

GRADING:

11. AREAS TO BE GRADED SHALL BE CLEARED OF BRUSH, VEGETATION, LARGE BouldERS, AND OTHER DELETERIOUS MATERIALS. WASTE MATERIALS SHALL BE DISPOSED OF BY THE CONTRACTOR TO A LOCATION APPROVED AND PERMITTED TO RECEIVE SUCH MATERIAL.

12. TOPSOIL REMOVED DURING CLEARING ACTIVITIES SHALL BE STOCKPILED WITHIN THE APPROVED LIMITS OF CONSTRUCTION FOR RE-APPLICATION TO SLOPES AND DISTURBED AREAS UPON PROJECT COMPLETION.

13. STOCKPILE LOCATION SHALL BE IN ACCORDANCE WITH THE APPROVED STORM WATER POLLUTION PREVENTION PLAN (SWPPP), IF APPLICABLE.

14. SURPLUS OR WASTE MATERIAL SHALL NOT BE PLACED IN DRAINAGE WAYS.

15. CONTRACTOR SHALL TAKE ALL NECESSARY MEASURES TO CONTROL DUST IN CONSTRUCTION AREAS AND ON SITE ACCESS ROADS. SUFFICIENT WATER WILL BE MAINTAINED FOR DUST CONTROL PURPOSES. ALL EXPOSED SOIL SURFACES WILL BE MOISTENED AS REQUIRED TO AVOID MUDSPREADING CONDITIONS AND INCURVENIENCES FOR LOCAL RESIDENTS, BUSINESSES, AND TRAVELERS OF NEARBY HIGHWAYS.

16. CUT AND FILL SLOPES SHALL NOT EXCEED A STEEPNESS OF 2:1 UNLESS OTHERWISE NOTED ON THESE PLANS AND SUPPORTED BY A SITE-SPECIFIC SOILS REPORT OR GEOTECHNICAL INVESTIGATION.

17. FINISHED GRADDES IN ALL AREAS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THESE PLANS. NO AREAS SHALL BE LEFT SUCH THAT A PONDING CONDITION OCCURS, EXCEPT WHERE NOTED.

18. EROSION CONTROL:

CONSTRUCTION ACTIVITIES SHALL BE PERFORMED IN ACCORDANCE WITH THE APPROVED STORM WATER POLLUTION PREVENTION PLAN (SWPPP) AND/OR REPORT OF WASTE DISCHARGE, AS APPLICABLE. STOCKPILED MATERIALS AND EQUIPMENT STORAGE AREAS SHALL BE LOCATED AS SPECIFIED IN THE APPROVED REPORT. TEMPORARY EROSION CONTROL FACILITIES SHALL BE IN PLACE PRIOR TO COMMENCING ANY GRADING OPERATIONS. UPON COMPLETION OF CONSTRUCTION, PERMANENT EROSION CONTROL FACILITIES SHALL BE PLACED AS DESCRIBED IN THE APPROVED REPORT. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO MAINTAIN A COPY OF THE SWPPP ON SITE.

19. CONSTRUCTION ACTIVITIES SHALL CEASE BY OCTOBER 15 AND THE PROJECT SHALL BE PREPARED FOR WINTER CONDITIONS AT THAT TIME, INCLUDING STABILIZATION OF ALL EXPOSED SOIL SURFACES WITH ADEQUATE EROSION CONTROL MEASURES.

- 20. DURING CONSTRUCTION, TEMPORARY EROSION CONTROL MEASURES SUCH AS BERM, SILT FENCES, FIBER ROLLS, EROSION CONTROL BLANKETS, OR OTHER METHODS SHALL BE INSTALLED AS NECESSARY TO PREVENT DISCHARGE OF EXCESSIVE MATERIALS FROM THE SITE DURING PERIODS OF PRECIPITATION OR RUNOFF. SIMILAR MEASURES SHALL BE INSTALLED ON OR AROUND ANY SOIL STOCKPILES LOCATED ADJACENT TO PUBLIC HIGHWAYS, RESIDENCES, OR BUSINESSES, IN THE VICINITY OF BODIES OF WATER, OR WHEN REMAINING ON-SITE FOR AN EXTENDED PERIOD.
- 21. CONTRACTOR SHALL TAKE ALL SUCH MEASURES NECESSARY TO RETAIN SOIL AND SEDIMENT ON-SITE AND TO PREVENT TRACKING OF MUD AND DIRT ONTO PUBLIC HIGHWAYS.
- 22. ALL EXPOSED SOIL SURFACES TO REMAIN SHALL BE STABILIZED AND/OR RESEEDED IN ACCORDANCE WITH AN APPROVED LANDSCAPE PLAN OR AN APPROVED STORM WATER POLLUTION PREVENTION PLAN (SWPPP), AS APPLICABLE. IN THE EVENT NEITHER DOCUMENT IS REQUIRED BY MONO COUNTY OR THE LANDOWNER, REGIONAL WATER QUALITY CONTROL BOARD, STOCKPILED TOPSOIL SHALL BE SPREAD EVENLY TO A DEPTH OF 6 INCHES MINIMUM OVER SLOPES AND DISTURBED AREAS AND SEEDED TO PREVENT EROSION WITH THE FOLLOWING MIXTURE AND APPLICATION RATES:
 HARD FESCUE GRASS @ 20 LB./ACRE
 LUPIN @ 5 LB./ACRE
 CRESTED WHEAT GRASS @ 20 LB./ACRE
 SAGEBRUSH @ 5 LB./ACRE
 PURESCENT WHEAT GRASS @ 20 LB./ACRE
- 23. SEEDED SLOPES SHALL BE PROTECTED BY INSTALLATION OF AN EROSION CONTROL BLANKET, "NORTH AMERICAN GREEN SCOTCH", OR APPROVED EQUAL, SECURED IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS.
- 24. AT NO TIME SHALL THE CONTRACTOR DEWATER THE PROJECT SITE BY PUMPING INTO BODIES OF WATER, STORM DRAINS, OR A SUBURBAN SYSTEM.

25. MATERIALS:
CONTRACTOR SHALL CONTACT MONO COUNTY DEPARTMENT OF PUBLIC WORKS TO SCHEDULE FIELD OBSERVATION PRIOR TO BACKFILLING ANY UTILITY TRENCH OR CULVERT AND PRIOR TO PAVING OR INSTALLATION OF CONCRETE.

26. COMPACTION TESTING SHALL BE PERFORMED BY THE GEOTECHNICAL ENGINEER OR TESTING FIRM IDENTIFIED IN THESE SPECIFICATIONS ON EACH LIFT OF FILL. ALL COMPACTION TESTS REQUIRED BY THESE SPECIFICATIONS SHALL BE PERFORMED PURSUANT TO ASTM D-1557-00 (OR MOST RECENT EDITION), SHOULD ANY COMPACTION TEST FAIL TO MEET THE SPECIFIED MINIMUM DENSITY, THE DEFECTIVE SHALL BE CORRECTED AT THE EXPENSE OF THE CONTRACTOR PRIOR TO ANY ADDITIONAL WORK.

27. SUBGRADE IN AREAS TO RECEIVE FILL SHALL BE SCARIFIED, MOISTURE-CONDITIONED, AND COMPACTED TO A MINIMUM OF 90% OF THE MATERIAL'S MAXIMUM DRY DENSITY FOR THE UPPER 12 INCHES.

28. SUBGRADE IN AREAS TO BE PAVED SHALL BE SCARIFIED, MOISTURE-CONDITIONED, AND COMPACTED TO A MINIMUM OF 95% OF THE MATERIAL'S MAXIMUM DRY DENSITY FOR THE UPPER 12 INCHES.

29. STRUCTURAL FILL MATERIAL SHALL BE PLACED IN MAXIMUM 8-INCH LIFTS AND COMPACTED TO A MINIMUM OF 90% OF THE MATERIAL'S MAXIMUM DRY DENSITY (NON-STRUCTURAL FILL WILL BE COMPACTED TO A MINIMUM 85% OF THE MATERIAL'S MAXIMUM DRY DENSITY). EXISTING SLOPES OF 5:1 OR STEEPER TO RECEIVE FILL SHALL BE KEYED WITH EQUIPMENT-WITH BENCHES PRIOR TO COMPACTION AND FILL PLACEMENT.

30. EARTHEN MATERIAL IMPORTED OR EXCAVATED ON THE PROPERTY MAY BE UTILIZED IN THE FILL PROVIDED THAT EACH MATERIAL HAS BEEN DETERMINED TO BE SUITABLE BY THE GEOTECHNICAL ENGINEER. ALL FILL MATERIAL SHALL BE FREE OF ROCKS GREATER THAN 4 INCHES IN DIAMETER AND ORGANIC DELETERIOUS MATERIAL. SOILS OF POOR GRAINATION, EXPANSION POTENTIAL, OR STRENGTH CHARACTERISTICS SHALL BE PLACED IN AREAS DESIGNATED BY THE ENGINEER OR SHALL BE MIXED WITH OTHER SOILS TO SERVE AS SATISFACTORY FILL MATERIAL AS DETERMINED BY THE GEOTECHNICAL ENGINEER.

31. AGGREGATE BASE SHALL BE CLASS 2, 3/4-INCH MAXIMUM GRADING, AND CONFORM TO THE PROVISIONS OF SECTION 26, "AGGREGATE BASES", OF THE LATEST EDITION OF THE CALTRANS "STANDARD SPECIFICATIONS". AGGREGATE BASE SHALL BE MOISTURE-CONDITIONED AND COMPACTED TO A MINIMUM OF 90% OF THE MATERIAL'S MAXIMUM DRY DENSITY.

32. ASPHALT CONCRETE PAVING SHALL BE GRADE PG 64-28 PM WITH 1.4" MAXIMUM MEDIUM GRADING, CONFORMING TO THE PROVISIONS OF SECTION 39, "ASPHALT CONCRETE", OF THE LATEST EDITION OF THE CALTRANS "STANDARD SPECIFICATIONS". PAVEMENT LIFTS SHALL NOT EXCEED 2.5" IN THICKNESS AND SHALL BE COMPACTED TO A MINIMUM OF 95% OF THE MATERIAL'S MAXIMUM DRY DENSITY.

33. A FOG SEAL COAT OF SS-1 OR CSS-1 ASPHALT SHALL BE APPLIED AT A RATE OF 0.05 TO 0.15 GALLONS PER SQUARE YARD TO THE FINAL SURFACE OF ALL ASPHALT CONCRETE PAVING. A TACK COAT OF SS-1 OR CSS-1 ASPHALT SHALL BE APPLIED BETWEEN PAVEMENT LIFTS AT A RATE OF 0.10 GALLONS PER SQUARE YARD. SEAL COAT AND TACK COAT MATERIALS AND APPLICATION SHALL CONFORM TO THE PROVISIONS OF SECTION 44, "ASPHALTE EMULSIONS", OF THE LATEST EDITION OF THE CALTRANS "STANDARD SPECIFICATIONS".

34. CONCRETE SHALL BE CLASS A CONFORMING TO THE PROVISIONS OF SECTION 80, "PORTLAND CEMENT CONCRETE", OF THE LATEST EDITION OF THE CALTRANS "STANDARD SPECIFICATIONS". CONCRETE SHALL CONTAIN AIR TO 5% UNLESS OTHERWISE NOTED AND SHALL HAVE A MINIMUM 28-DAY COMPRESSIVE STRENGTH OF 3,000 PSI, UNLESS OTHERWISE NOTED. REINFORCING STEEL SHALL BE DEFORMED BILLET-STEEL BARS CONFORMING TO SPECIFICATIONS OF ASTM A 615 GRADE 60.

35. CORRUGATED METAL PIPE SHALL BE 14 GAUGE AND ITS FABRICATION AND INSTALLATION SHALL CONFORM TO THE PROVISIONS OF SECTION 66, "CORRUGATED METAL PIPE", OF THE LATEST EDITION OF THE CALTRANS "STANDARD SPECIFICATIONS".

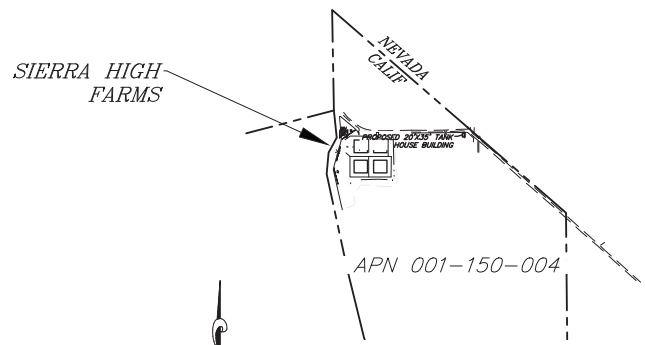
36. FABRICATION AND INSTALLATION OF CORRUGATED PLASTIC PIPE SHALL CONFORM TO THE PROVISIONS OF SECTION 64, "PLASTIC PIPE", OF THE LATEST EDITION OF THE CALTRANS "STANDARD SPECIFICATIONS".

37. FLARED END SECTIONS, DROP INLETS, AND GRATES SHALL CONFORM TO THE PROVISIONS OF SECTION 70, "MISCELLANEOUS METAL", AND SECTION 70, "MISCELLANEOUS FACILITIES", OF THE LATEST EDITION OF THE CALTRANS "STANDARD SPECIFICATIONS".

38. BACKFILL AND BEDDING MATERIAL FOR CULVERTS AND UTILITY TRENCHES SHALL COMPLY WITH PROJECT PLANS AND APPLICABLE PROVISIONS OF THE CALTRANS "STANDARD SPECIFICATIONS", LATEST EDITION. SLURRY CEMENT BACKFILL SHALL CONFORM TO THE PROVISIONS OF SECTION 19-31062, "SLURRY CEMENT BACKFILL", OF THE LATEST EDITION OF THE CALTRANS "STANDARD SPECIFICATIONS".



VICINITY MAP
NO SCALE



SITE CONTEXT
1"=200'

ABBREVIATIONS

- AB AGGREGATE BASE
- AC ASPHALT CONCRETE CLASS
- EG EXISTING GROUND
- EP EDGE OF PAVEMENT
- FF FINISHED FLOOR
- FG FINISHED GROUND
- FL FLOWLINE
- FS FINISHED SURFACE
- GB GRADE BREAK
- O.C. ON CENTER
- PL PROPERTY LINE
- TW TOP OF WALL
- TYP TYPICAL

LEGEND

- PROPERTY LINE
- - - ADJACENT PROPERTY LINE
- EXISTING GROUND
- EDGE OF PAVEMENT
- FINISHED FLOOR
- FINISHED GROUND
- FLOWLINE
- FINISHED SURFACE
- GRADE BREAK
- ON CENTER
- PROPERTY LINE
- TOP OF WALL
- TYPICAL
- BARBED WIRE FENCE
- EXISTING GROUND CONTOUR & ELEVATION
- IRRIGATION CONTRIVE VALVE
- WATER VALVE BOX
- WELL HEAD
- TEMPORARY BENCHMARK: PROJECT BENCHMARK IS REBAR 2' S SOUTH OF EAST GATE POST ELEVATION=121.15 (NAVD 88 DATUM)

RECORD OWNER:

WALTER HINDS
100 STATE STREET, FLOOR 11
BOSTON, MA 02109

CIVIL ENGINEER/SURVEYOR:

TRIAD/HOLMES ASSOCIATES
249 OLD MAMMOTH RD, SUITE 202
P.O. BOX 1570
MAMMOTH LAKES, CA 93546
CONTACT: TOM PLATZ

INDEX TO SHEETS

- C1. COVER SHEET AND NOTES
- C2. GRADING AND DRAINAGE PLAN
- C3. DRIVEWAY PLAN



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REVISIONS	BY

PREPARED FOR:
SIERRA HIGH FARMS
249 OLD MAMMOTH RD
PO BOX 1570
MAMMOTH LAKES, CA 93546
409-936-0000
enpl@sierrahighfarms.com

SIERRA HIGH FARMS COLEVILLE
COVER SHEET AND NOTES
UNINCORPORATED TERRITORY, COUNTY OF MONO, STATE OF CALIFORNIA

DATE	06/27/2022
SCALE	AS NOTED
DRAWN	GP/MYP
CHECKED	01.4408
DATE	
BY	C1
SHEET	1 of 3

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REVISIONS	BY

PREPARED FOR:
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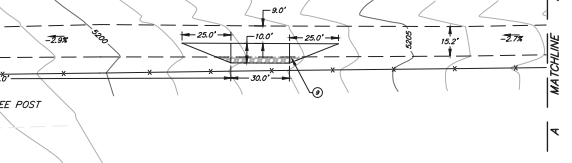
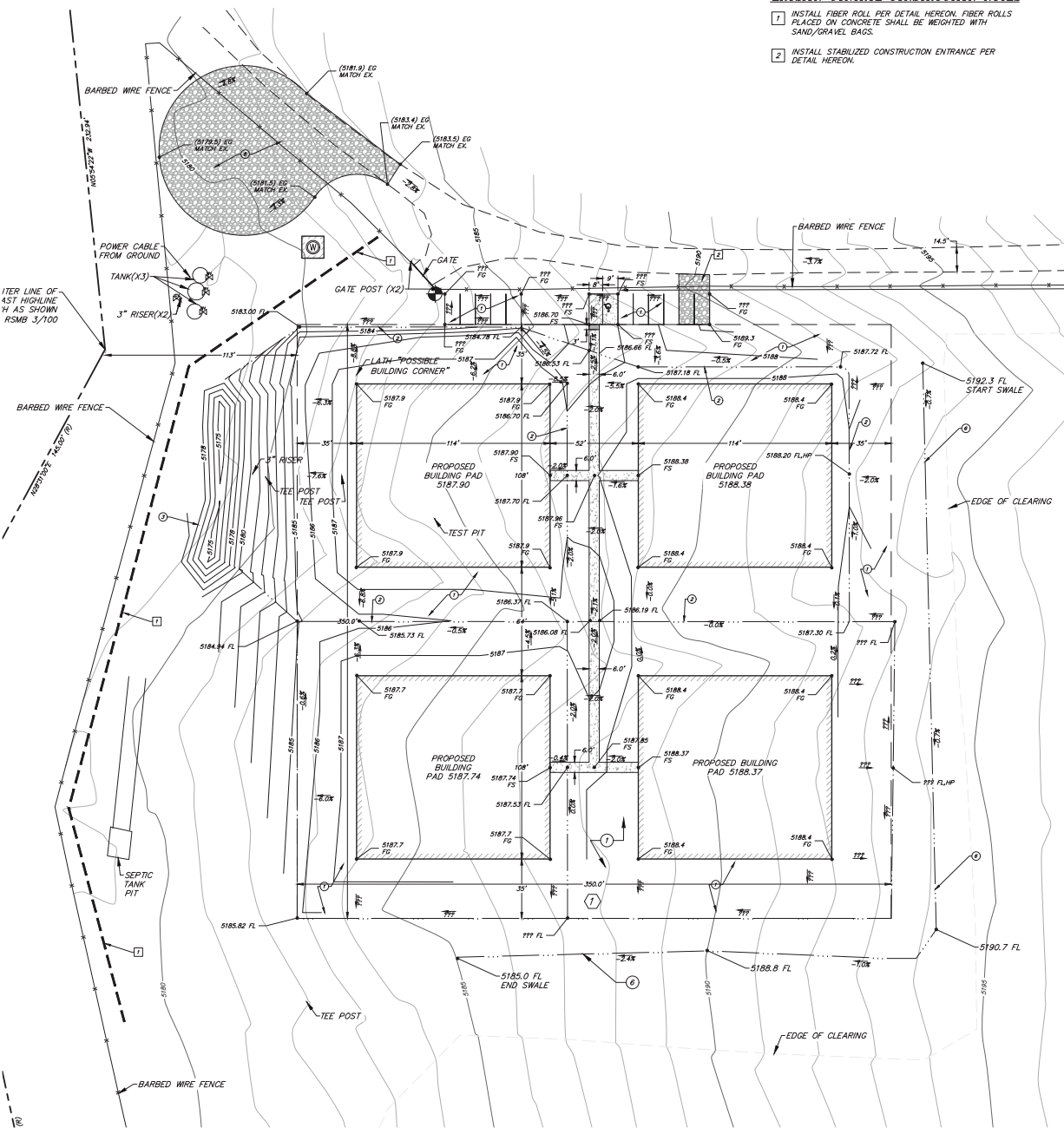
SIERRA HIGH FARMS COLEVILLE
GRADING AND DRAINAGE PLAN
UNINCORPORATED TERRITORY, COUNTY OF MONO, STATE OF CALIFORNIA

EROSION CONTROL CONSTRUCTION NOTES

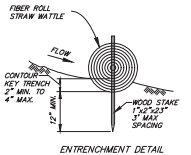
- 1 INSTALL FIBER ROLL PER DETAIL HEREON. FIBER ROLLS PLACED ON CONCRETE SHALL BE WEIGHTED WITH SAND/GRAVEL BAGS.
- 2 INSTALL STABILIZED CONSTRUCTION ENTRANCE PER DETAIL HEREON.

CONSTRUCTION NOTES

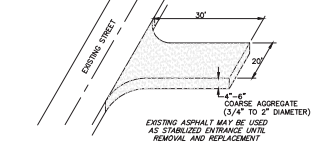
- 1 CONSTRUCT 4" CLASS II AGGREGATE BASE COMPACTED TO 95% MIN MAX DRY DENSITY.
- 2 CONSTRUCT 4" DEEP FLOW LINE.
- 3 CONSTRUCT STORMWATER DETENTION BASIN WITH 3:1 MAX SLOPE. BOTTOM BASIN = 5175.0'
- 4 CONSTRUCT 4" CONCRETE ACCESSIBLE PARKING SPACE AND LOADING ZONE. INSTALL STRIPING AND SIGNAGE PER DETAIL ON SHEET C3.
- 5 CONSTRUCT 5' WIDE (MIN) X 4" THICK CONCRETE SIDEWALK.
- 6 GRADE 4' WIDE (MIN) X 6" DEEP (MIN) SWALE AT TOP OF SLOPE PER DETAIL ON THIS SHEET.
- 7 INSTALL TRUNCATED DUMPS PER DETAIL ON SHEET C3.
- 8 CONSTRUCT 4" CLASS II AGGREGATE BASE FIRE DEPARTMENT TURNAROUND WITH OUTSIDE RADIUS OF 48'
- 9 INSTALL ADDITIONAL 4" CLASS II AGGREGATE BASE FOR TURNOUT.



⑥ TOP OF SLOPE GRADED SWALE
N.T.S.



1 FIBER ROLL DETAIL
N.T.S.



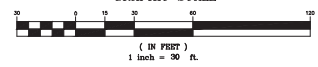
2 STABILIZED CONSTRUCTION ENTRANCE
N.T.S.

EARTHWORK

CUT = 7270 CUBIC YARDS
FILL = 5560 CUBIC YARDS

EARTHWORK QUANTITIES DO NOT INCLUDE ANY ADJUSTMENTS FOR SHRINKAGE, ROCK LOSS, STRIPPING, FOUNDATION AND TRENCH SPILLS, COMPACTION AND CONSOLIDATION, OVEREXCAVATION, OR EARTHWORK INSIDE BUILDING FOOTPRINT. THE CONTRACTOR SHALL MAKE AN INDEPENDENT QUANTITY TAKEOFF AND BASE HIS BID ON QUANTITIES SO CALCULATED.

CONTOUR INTERVAL: 1'
GRAPHIC SCALE



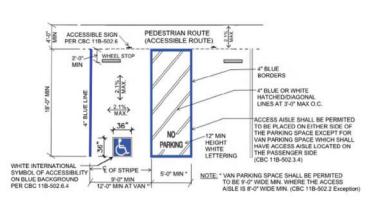
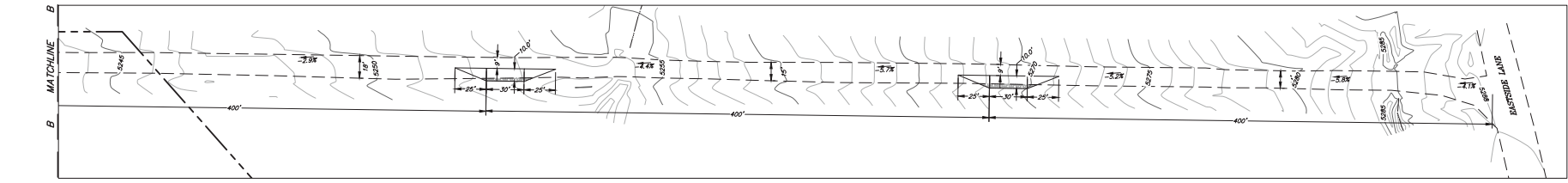
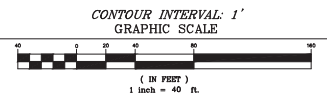
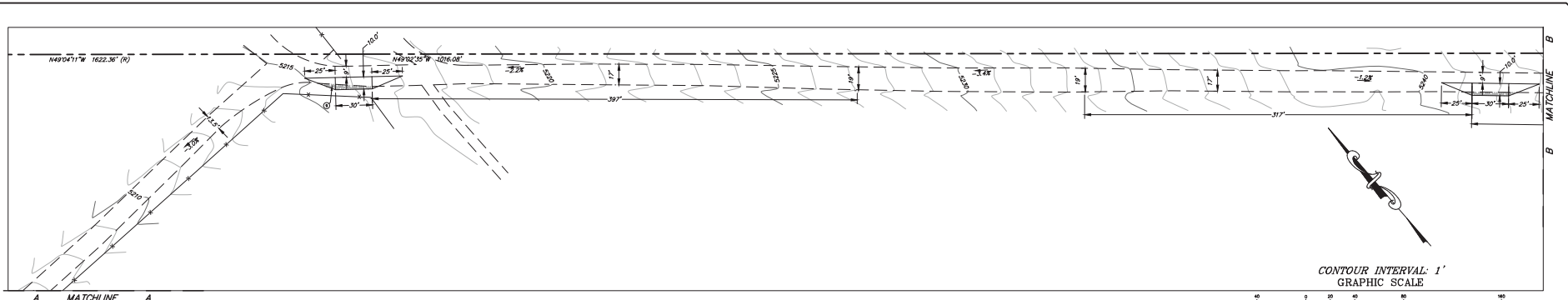
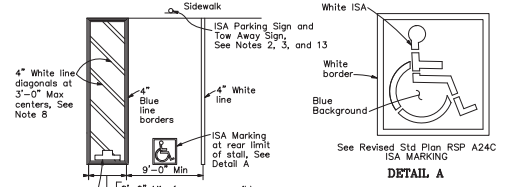
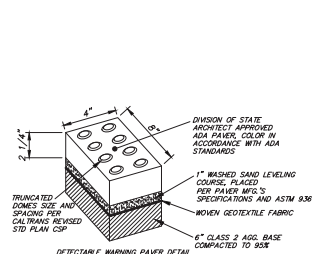


FIGURE: SINGLE ACCESSIBLE PARKING STALL



DETAIL A



TRUNCATED CONCRETE DOMES
N.T.S.

1. Accessible parking spaces serving a particular building shall be located on the shortest accessible route of travel from adjacent parking to an accessible entrance. In parking facilities that do not serve a particular building, accessible parking shall be located on the shortest accessible route of travel to an accessible pedestrian entrance of the parking facility.
2. One in every six accessible off-street parking stalls, but not less than one, shall be served by an accessible aisle of 8'-0" minimum width and shall be signed van accessible. The R7-B8 sign shall be mounted below the R99B (CA) plaque or the R99C (CA) sign.
3. Tow Away Sign shall not be less than 17 inches wide by 22 inches high and shall clearly state in letters with a minimum height of 1 inch the following: "Unauthorized vehicles parked in designated accessible spaces not displaying distinguishing placards or special license plates issued for persons with disabilities will be towed away at the owner's expense."
4. Surface slopes of accessible off-street parking stalls shall be the minimum possible and shall not exceed 2 percent in any direction.
5. Table A shall be used to determine the required number of accessible parking stalls in each parking lot or garage.
6. Where Plaque R99B (CA), Sign R99C (CA) or Sign R7-B8 are installed, the bottom of the sign or plaque panel shall be a minimum of 7'-0" above the surrounding surface.
7. Curb ramps shall conform to the details shown on Revised Standard Plan RSP AB8A
8. Blue paint, instead of white may be used for marking accessibility aisles in areas where snow may cause white markings to not be visible.
9. The words "NO PARKING", shall be painted in white letters no less than 1"-0" high and located so that it is visible to traffic enforcement officials. See Revised Standard Plan RSP A90B for details of the "NO PARKING" pavement marking.
10. A R102B (CA) sign shall be posted in a conspicuous place at each entrance to off-street parking facilities or immediately adjacent to and visible from each stall. The sign shall include the address where the towed vehicle may be reclaimed and the telephone number of the local traffic law enforcement agency.
11. Where a single (non-van) accessible parking space is provided, the loading and unloading access aisle shall be at the passenger side of the vehicle as the vehicle is going forward into the parking space.
12. Where a van accessible parking space is provided, the loading and unloading access aisle shall be 8'-0" wide minimum, and shall be on the passenger side of the vehicle as the vehicle is going forward into the parking space.
13. Accessible Parking Only Sign shall be Sign R99C (CA) or Sign R99 (CA) with Plaque R99B (CA).

VAN ACCESSIBLE PARKING STALL STRIPING DETAIL
N.T.S.

December 1, 2022 - Final



Initial Study & Mitigated Negative Declaration

for –

Sierra High Farms Cannabis Cultivation

Project Name	Sierra High Farms Cannabis Cultivation
Lead Agency Name and Address	Mono County Community Development Department PO Box 347 Mammoth Lakes, California 93546 760-924-1800
Contract Person and Phone Numbers	Michael Draper, Planning Analyst II 760-924-1805 mdraper@mono.ca.gov
Project Location	7712 Eastside Lane Topaz, California 96107 Mono County APN 001-150-004-000
Project Applicant / Operator	Jeff Hinds, Walter Hinds
Prepared By	Resource Concepts, Inc. Contact: Zach Wood & JoAnne Michael 775-883-1600
General Plan Land Use Designation	Agriculture (AG-10)

Environmental Factors Potentially Affected

This Initial Study has determined that in the absence of mitigation the proposed project could have the potential to result in significant impacts associated with the factors checked below. Mitigation measures are identified in this Initial Study that would reduce all potentially significant impacts to less than significant levels.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Aesthetics | <input type="checkbox"/> Agriculture/Forestry Resources | <input checked="" type="checkbox"/> Air Quality |
| <input checked="" type="checkbox"/> Biological Resources | <input checked="" type="checkbox"/> Cultural Resources | <input type="checkbox"/> Energy |
| <input type="checkbox"/> Geology/Soils | <input type="checkbox"/> Greenhouse Gas Emissions | <input type="checkbox"/> Hazards & Hazardous Materials |
| <input checked="" type="checkbox"/> Hydrology/Water Quality | <input type="checkbox"/> Land Use/Planning | <input type="checkbox"/> Mineral Resources |
| <input type="checkbox"/> Noise | <input type="checkbox"/> Population/Housings | <input type="checkbox"/> Public Services |
| <input type="checkbox"/> Recreations | <input type="checkbox"/> Transportations | <input checked="" type="checkbox"/> Tribal Cultural Resources |
| <input type="checkbox"/> Utilities/Service Systems | <input checked="" type="checkbox"/> Wildfires | <input type="checkbox"/> Mandatory Findings of Significance |

On the basis of this initial evaluation:

- I find that the project COULD NOT have a significant effect on the environment and a NEGATIVE DECLARATION will be prepared.
- I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.
- I find that the project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
- I find that the project MAY have a “potentially significant impact” or “potentially significant unless mitigated” impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
- I find that although the project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier BIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier BIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

Signature

Date

Title

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Appendices

- Appendix A Figures
- Appendix B Biological Technical Report
- Appendix C Class III Archaeological Inventory
- Appendix D Response to Comments on the Draft IS/MND

List of Acronyms

AG	Agriculture
AVFPD	Antelope Valley Fire Protection District
BLM	Bureau of Land Management
CEQA	California Environmental Quality Act
CNDDDB	California Natural Diversity Database
CO ₂ E	Carbon dioxide equivalent
CUPA	Certified Unified Program Agencies
CWA	Clean Water Act
CWPP	Community Wildfire Protection Plan
DCC	Department of Cannabis Control
EIC	California Historic Resource Information System Eastern Information Center
EIR	Environmental Impact Report
EOP	Emergency Operations Plan
ESA	Endangered Species Act
FHSZ	Fire Hazard Severity Zone
GBUAPCD	Great Basin Unified Air Pollution Control District
GHG	Greenhouse Gases
IPaC	US Fish and Wildlife Service Information for Planning and Consultation
LRWQCB	Lahontan Regional Water Quality Control Board
NAHC	Native American Heritage Commission
NDOW	Nevada Division of Wildlife
NOV	Notice of Violation
NPDES	National Pollution Discharge Elimination System
NVCRIS	Nevada Cultural Resource Information System
NWI	National Wetland Inventory
RTP	Regional Transportation Plan
SRA	State Responsibility Area
SWPPP	Storm Water Pollution Prevention Plan

Section 1. Introduction

1.1 Introduction

The Sierra High Farms cannabis microbusiness project (project) is requesting approval of a use permit under Mono County's Cannabis Operations ordinance (County Code 5.60) and to install overhead utility lines, consistent with the Mono County General Plan Land Use Element Section 1.L and Development Standards Chapter 13 – Commercial Cannabis Activities.

The purpose of this draft Initial Study and Mitigated Negative Declaration (Draft IS/MND) is for evaluation by Mono County of potential environmental effects resulting from the project. Section 2, "Project Description" includes detailed project information.

This document has been prepared in accordance with the California Environmental Quality Act (CEQA) (Public Resources Code [PRC] Section 21000 et seq.) and the State CEQA Guidelines (California Code of Regulations [CCR] Section 15000 et seq.). Under CEQA, an IS can be prepared by a lead agency to determine whether a project may have a significant effect on the environment (CEQA Guidelines Section 15063[a]) and thus to determine whether an environmental impact report must be prepared. Mono County as lead agency has prepared the following analysis, which identifies the potential physical environmental impacts of the project and the mitigation measures that would reduce significant and potentially significant impacts to a less-than-significant level.

In accordance with the provisions of CEQA, Mono County is distributing a notice of intent (NOI) to adopt an MND to solicit comments on the analysis and mitigation measures presented in this Draft IS/MND. The NOI will be filed with the State Clearinghouse/Governor's Office of Planning and Research and each responsible and trustee agency. This Draft IS/MND will be available for review and comment from September 30, 2022 through ~~October 31~~ November 3, 2022.

Written comments (including those submitted via e-mail) must be received by close of business on October 31, 2022. Letters should be addressed to:

Mono County Community Development Department
P.O. Box 347
Mammoth Lakes, California 93546
Attn: Michael Draper

E-mail comments should be addressed to: mdraper@mono.ca.gov

Anyone with questions regarding the NOI or Draft IS/MND may call Michael Draper at 760-924-1805. Digital copies of the NOI and Draft IS/MND are available at <https://monocounty.ca.gov/community-development/page/cdd-public-hearing-ceqa-notices>. Hard copies of the NOI and Draft IS/MND are available for public review at the following location:

1290 Tavern Road.
Mammoth Lakes, California 93546

The following checklist is to be completed for all projects that are not exempt from environmental review under the CEQA. The information, analysis, and conclusions contained in the checklist are the basis for deciding whether an Environmental Impact Report (EIR) or Negative Declaration is to be prepared. Additionally, if an EIR is prepared, the checklist shall be used to focus the EIR on the effects determined to be potentially significant.

1.2 Lead, Responsible & Trustee Agencies

Lead Agency

- Mono County
 - Conditional Use Permit (cannabis activities and overhead power)
 - Cannabis Operation Permit
 - Building Permit
 - Grading Permit
 - Encroachment Permit
 - Septic and Well Permits
 - Hazardous material storage business plan

Responsible Agencies

- State of California Department of Cannabis Control:
 - Issuance of state cannabis microbusiness license
- State Water Resources Control Board:
 - General Construction Permit
- Lahontan Regional Water Quality Control Board:
 - Water Quality Certification
- Great Basin Unified Air Pollution Control District
 - [Construction-Secondary Source Permits](#)
 - [Stationary Source Permits](#)

Trustee Agencies

- California Department of Fish and Wildlife
- Office of Historic Preservation
- Native American Heritage Commission

Section 2. Project Description

2.1 Project Description

Sierra High Farms is proposing a ten-acre outdoor and ~~24,000 square-foot (SF)~~ 10,500 sq ft canopy indoor commercial greenhouse cannabis cultivation operation (for year-round operation), with onsite cannabis processing (trimming, packaging, and labeling), and wholesale distribution. The applicant will also seek approval to conduct non-storefront retail sales, to conduct business at state-wide cannabis events. The total area of indoor cultivation buildings is 49,248 sq ft. The operation will employ eight fulltime and up to seven part time employees for indoor cultivation upon completion of Phases 1 and 2. There will be 4-7 seasonal employees for outdoor cultivation with implementation of Phase 3. The project is located within a 123-acre parcel (APN 001-150-004-000) that is owned by the project proponent. The General Plan land use designation of the parcel is Agriculture (AG) with a 10-acre parcel size minimum. The Location Map (Figure 1) and Site Plan (Figure 2) are provided in Appendix A.

A Mono County Use Permit and Operations Permit for cultivation will be submitted to conduct operations. Obtaining the required California state permits to cultivate cannabis will be conditions of both permits. The proposed project utilizes greenhouses indoor and outdoor cultivation to grow cannabis. The proposed project facilities and ancillary items are described below.

The site was historically used for cattle ranching; however, new wire fences have been installed along parcel boundary and Highland Ditch to keep cattle off the project area. The site contains no structures. The construction of a septic system was initiated in the summer of 2022. There are three temporary water storage tanks that will remain on-site until the new well is operational.

2.1.1 Proposed Buildings and Ancillary Structures

The project proposes to construct an adult recreation/medical cannabis production facility that includes both indoor and outdoor cannabis cultivation. The project includes construction and operation of the following project components:

Indoor Cultivation

- Four 12,312 square-foot indoor cultivation buildings greenhouses (108' by 114') \ (up to 10,500 sq ft indoor mature plant canopy)
- One cultivation lab (4,200 sq ft, 60' by 70')
- One maintenance shop (2,400 sq ft, 40' by 60')
- Stormwater detention basin

Outdoor cultivation

- Ten acres of outdoor cannabis cultivation area including hoop house structures; cultivation area to be prepared by grubbing existing vegetation and grading for drainage; installation of drip irrigation systems connected to a new groundwater well
- One nursery and processing building (5,000 sq ft, 50' by 100')
- One drying shed building (2,100 sq ft, 35' by 60')
- Four storage containers of approximately 8' by 40' for outdoor cultivation tools and storage use

Supporting facilities and utilities

- One well pump building (169 sq ft, 13’ by 13’)
- One water tank building containing three 5,000-gallon tanks (700 sq ft, 17’ by 35’)
- One septic system (1,500 gallon holding tank, 190’ leach line)
- Two 70 kwh (100 hp) propane generators for primary power supply, backup (located within enclosure attached to an indoor cultivation building)
- Central propane tank (30,000 gallon)
- Access road improvements from project site to Eastside Lane. – Addition of approximately five vehicle turnouts of 10’ by 75’
- Parking and loading areas
 - Indoor cultivation area – Parking for 12 vehicles
 - Nursery parking area- Parking for three vehicles
- Above ground electrical power service connection to Liberty Utilities (1.6 miles), including installation of approximately thirty (30) new 20’ height utility poles along Eastside Lane and on the project property.

2.1.2 Project Phasing

The project is proposed to be implemented incrementally with the following phased improvements based on market conditions.

Table 2-1. Project Phasing

Phase 1
One (1) indoor cultivation building, maintenance shop, cultivation lab, access improvements, water tank, parking for indoor cultivation. <u>4 full time employees</u>
Phase 2
Three (3) indoor cultivation buildings, central propane tank. <u>4 full time employees; 4-7 part time</u>
Phase 3
Outdoor cultivation, drying shed, nursery, electrical service connection. <u>4-8 seasonal employees</u>

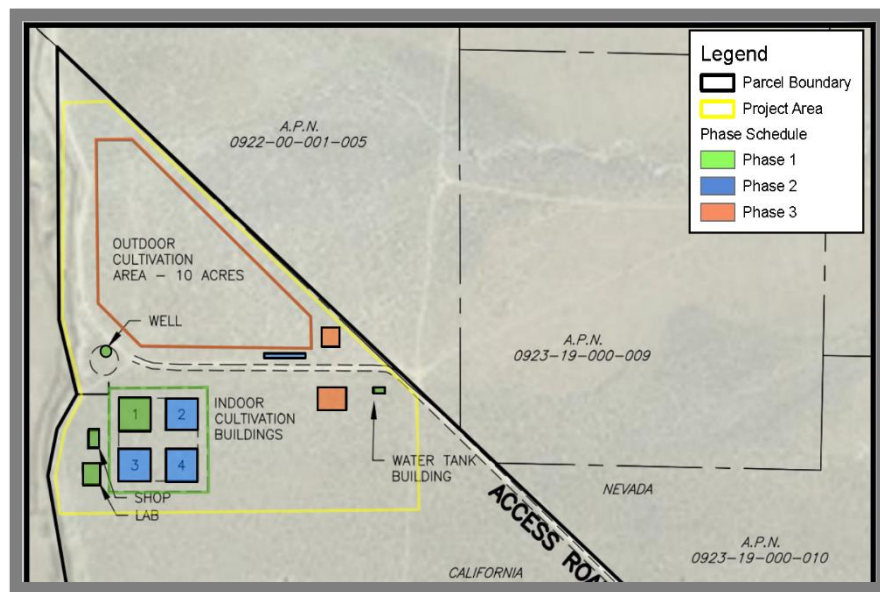


Figure 2-1. Project Phasing Plan

2.1.3 Construction

Project construction is anticipated to take place for approximately three years (two years for Phases 1 & 2, one year for Phase 3). The project may not be constructed continuously. Construction timing of successive Phases 2 and 3 would ultimately be determined by market conditions and implementation may occur over a longer period. Minor alterations involving no expansion of square footage or intensification of uses and exempt from CEQA may be approved by a Director Review Permit. Construction equipment would be variable based on activity and would include graders, backhoes, compactors, bulldozers, trenchers, water trucks, excavators, scrapers, tractors, forklifts generators, rollers, welders, and air compressors.

Table 2-2. Construction Phasing and Duration

Construction Phase	Duration
Site grading – Phases 1 & 2	60 days
Phase 1 – Indoor cultivation building #1, shop, and lab	6 months
Phase 2 – Three Indoor cultivation buildings, propane tank	12 months
Phase 3 – Outdoor cultivation, drying shed, nursery, electrical service connection	12 months

Initial construction of minor site improvements occurred in 2022, including the installation of a septic system and vegetation removal. Additional site work to prepare for building construction includes excavation for utility services and grading of a three (3) acre building pad for the indoor cultivation buildings. The building pad would require 13,000 cubic yards of grading, which will be balanced on-site and not require the import or export of additional material. At the completion of site grading, development of the first cannabis cultivation building would start. Indoor cultivation buildings and ancillary buildings are expected to be concrete slab and prefabricated metal buildings with grouted masonry walls. Installation of approximately 1.6 miles of above ground electricity and telecommunications would occur during Phase 3.

2.1.4 Unpermitted work and code enforcement activities

On March 24, 2022, Mono County Community Development Department issued a Notice of Violation (NOV) for work without a permit on the subject property. The work consisted of approximately 13 acres of land clearing and vegetation grubbing. The NOV required that the property owner obtain a grading permit for work performed and to stabilize the disturbed area to prevent dust generation and soil erosion. The compliance actions of the NOV were completed July 2022 and the project is no longer in violation. Due to the unauthorized work, the existing site conditions were changed; however, for the purposes of the environmental analysis the unpermitted activity does not create a significant change to the baseline environmental conditions. The project site was vegetated with upland brush prior to grading. Both the NOV and the project mitigation measures require re-seeding areas of disturbance.

Table 2-3. Timeline of site activity, environmental analysis, and code enforcement events.

Date	Activity\Action
June 2021	Land clearing, grubbing activities for approximately 13 acres
November 2021	Well permit (#26-21-19) issued; Well-constructed November 2021. Placement of water tanks
December 2021	CEQA environmental analysis began. Septic permit (#S21-39) issued December 2021
February 2022	Septic system constructed February 2022
March 2022	Cultural resources field work conducted by Great Basin Group
March 2022	Notice of Violation issued by Mono County Community Development
April 2022	Grading plan and permit application submitted to Mono County
July 2022	Abatement of NOV completed.

2.1.5 State and local regulation of cannabis uses

As a microbusiness the DCC allows multiple commercial cannabis activities under a single license. The proposed project activities are non-storefront retail, indoor cultivation, and distribution. Cannabis cultivation will occur all year for the indoor cultivation portion of the project and seasonally for the outdoor cultivation. The outdoor cultivation use requires a separate license as a Large Outdoor Cultivation of greater than one acre. Per DCC large cultivation permits shall not be issued until January 1, 2023.

Table 2-4. Required cannabis license by store type.

	Indoor cultivation up to 10,000 sq ft	Distribution	Non-storefront retail	Outdoor cultivation (greater than 1 acre)
Mono County Use permit	Use permit issued prior to County Operations Permit and DCC license			
Mono County Operations Permit	Operations permit issued after Use permit and prior to DCC license	Operations permit issued after Use permit and prior to DCC license	Operations permit issued after Use permit and prior to DCC license	Operations permit issued after Use permit and prior to DCC license
California Department of Cannabis Control	Type 12 – Microbusiness license			Large outdoor cultivation license

[California Department of Cannabis Control is responsible for licensing, regulation, and enforcement of commercial cannabis cultivation activities as defined in the Medicinal and Adult Use Cannabis Regulatory and Safety Act \(MAUCRSA\) and DCC regulations related to cannabis cultivation \(Bus. Prof. Code, § 26102\(a\)\).](#)

[DCC regulations include the following requirements related to addressing environmental impacts of cannabis cultivation. The requirements below may be discussed in more detail for a particular environmental factor.](#)

Table 2-5. DCC Environmental Regulations

DCC Regulation	Mono County Code	Requirement
15416		<p>No transport outside State of California A delivery employee shall not leave the State of California while possessing cannabis goods.</p>
16202 b		<p>Prohibition of lighting for outdoor cultivation Outdoor cultivation licensees are prohibited from using light deprivation. Artificial lighting is permissible only to maintain immature plants outside the canopy area.</p>
16304		<p>General Environmental Protection Measures Water quality requirement of State Water Resources Control Board, Regional Water Quality Control Board, or California Department of Fish and Wildlife</p>
16305		<p>Renewable Energy Requirements Beginning January 1, 2023, all holders of indoor, tier 2 mixed-light license types of any size, and all holders of nursery licenses using indoor or tier 2 mixed-light techniques shall ensure that electrical power used for commercial cannabis activity meets the average electricity greenhouse gas emissions intensity required by their local utility provider</p>
16306		<p>Generator Requirements Licensed cultivators using generators rated at fifty (50) horsepower and greater shall demonstrate compliance with the Airborne Toxic Control Measure for stationary or portable engines, as applicable, established in title 17, California Code of Regulations, sections 93115-93116.5</p>
16307	5.60.130 C	<p>Pesticide Use Requirements Licensed cultivators shall comply with all applicable pesticide statutes and regulations enforced by the Department of Pesticide Regulation</p>
16310		<p>Pest Management Plan The licensed cultivator shall develop a pest management plan</p>
16311		<p>Supplemental Water Source A copy of the well completion report filed with the Department of Water Resources pursuant to section 13751 of the Water Code.</p>
17223	5.60.130	<p>Waste management A licensee shall dispose of all waste in accordance with the Public Resources Code and any other applicable state and local laws.</p>
17800	5.60.220	<p>Enforcement</p>

2.1.6 Project operations

The project would operate between 8:00 am and 5:00 pm and would generate eight (8) full time employees and up to seven (7) part time employees for the indoor cultivation operation. The outdoor cultivation is expected to create up to eight (8) seasonal employees at build-out. Non-storefront retail activity would include use of passenger vehicles the transport of cannabis to licensed events within the State. Retail delivery is temporarily allowed in Mono County and staff are currently working to amend county code to permanently allow delivery sales. The operation is expected to perform deliveries infrequently. In addition to employee commutes and limited cannabis transportation, the project would require regular whole-sale shipping deliveries. Based on cultivation cycles the project would generate approximately one vehicle trip per week for distribution of cultivated cannabis within the State. No public sales will take place at the premises and the premise will be closed to the public.

Section 3. Project Location and Setting

3.1 Existing and Surrounding Land Uses

The 15-acre proposed project site is located within a 124-acre parcel adjacent to the Nevada state line and approximately three miles east of Coleville, Mono County, California. The property's General Plan land use designation is Agriculture (AG 10). The project property outside of the 15-acre project site is undeveloped with the exception of access roads, irrigation ditches, and cattle fencing. The neighboring development around the site includes annual cropping systems and irrigated pastures to the west. East of the project site there are four (4) large lot residences, the nearest is 1,700 ft from the project site located in the state of Nevada. Access to the site is via a private, two-lane dirt road from Eastside Lane (a county-maintained road). Access to the site crosses a private property (APN 011-150-005) owned by the same family as the project parcel.

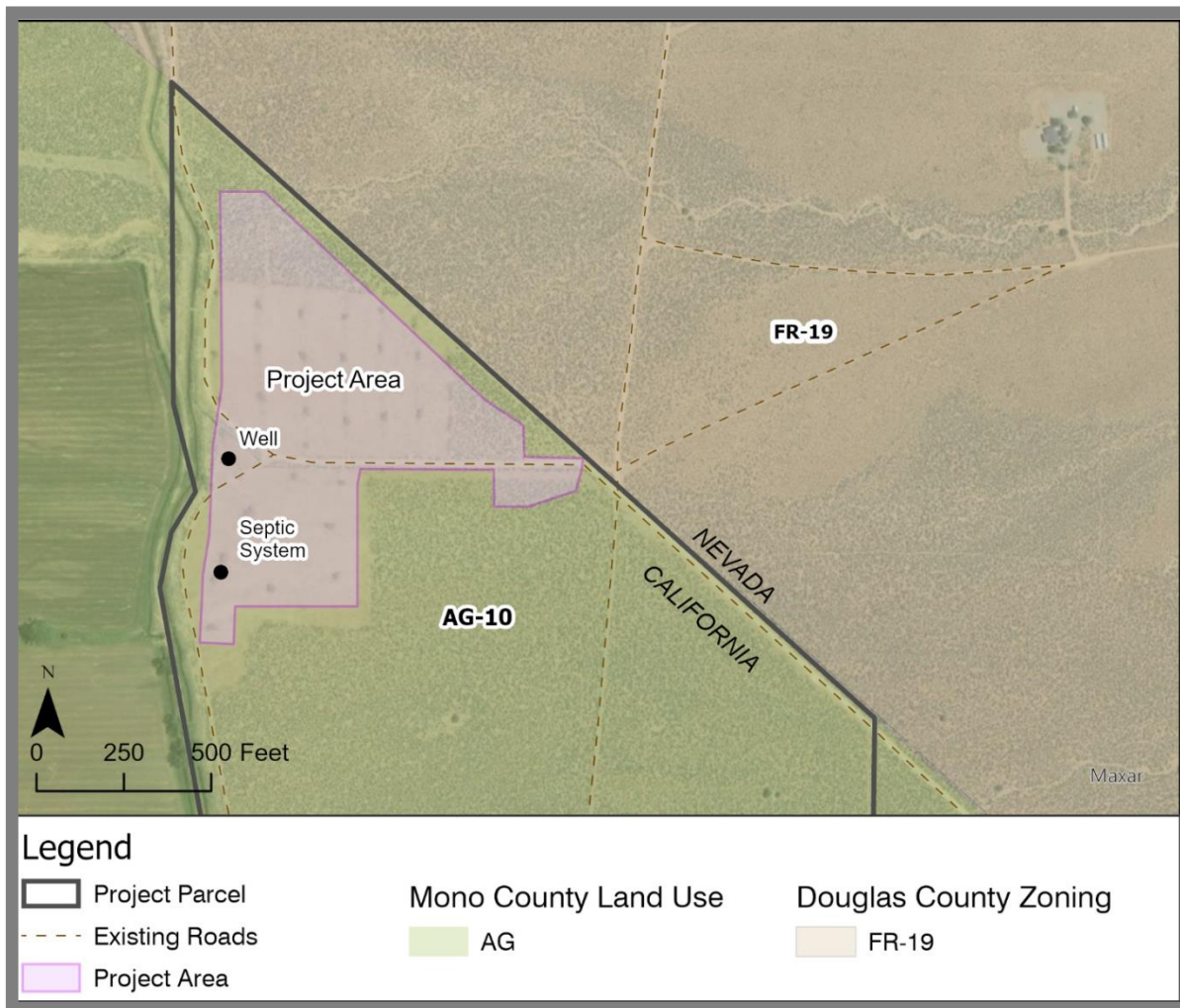


Figure 3-1. Existing and Surrounding Land Use Map

The project site has limited development of agricultural access roads, ditches, and fences. With the exception of three temporary water tanks located at the west end of the private driveway, there are no buildings or structures on-site. There is one existing well located outside the project area in the southern portion of the parcel adjacent to Highline Ditch. A septic system was constructed in the summer of 2021 and is located to the west and downslope of the proposed building pad. Land clearing and vegetation removal occurred in 2021 and was subject to code enforcement activities as described in Section 2.1.2.



Photo 1. Overview of project area.

3.2 Topography, Soils, and Drainage

The site is relatively flat (2-4% slope) ranging in elevation from 5,290 feet at the western most edge to approximately 5,185 feet along Highline Ditch.

The west side of the property borders Highline Ditch, which is used to irrigate the pastures to the west. The Highline Ditch is a diversion of the Big Slough ditch which originates as diversion of surface water from the West Walker River. There is one ephemeral stream channel that originates in the mountains to the east that flows west through the proposed outdoor cultivation area. The channel dissipates within the field and has no direct flow to Highland Ditch. Based on site reconnaissance completed on September 1, 2022, by Resource Concepts Inc.'s Sr. Biologist, there are no wetlands, riparian habitat, or other sensitive natural communities on-site.

3.3 Vegetation

Site vegetation was surveyed on September 1, 2022. The site is uniformly dominated by upland shrubs consisting primarily of big sagebrush (*Artemisia tridentata* var. *wyomingensis*) with occasional four-winged (*Atriplex canescens*), antelope bitterbrush (*Purshia tridentata*), and Mormon tea (*Ephedra nevadensis*). There is one small juniper tree within the project site and no other tree species. The ~~six~~ **thirteen (13)** acres of native vegetation that was previously cleared from the project area has become

revegetated with native grasses intermixed with a non-native, invasive tumble mustard (*Sisymbrium altissimum*).

Existing developments surrounding the project area include annual cropping systems and irrigated pastures in the areas between generally scattered housing. Long-standing pastures and agricultural fields in rotation have lost much of their former habitat value for native vegetation and wildlife in Mono County (2015 RTP/GPU).

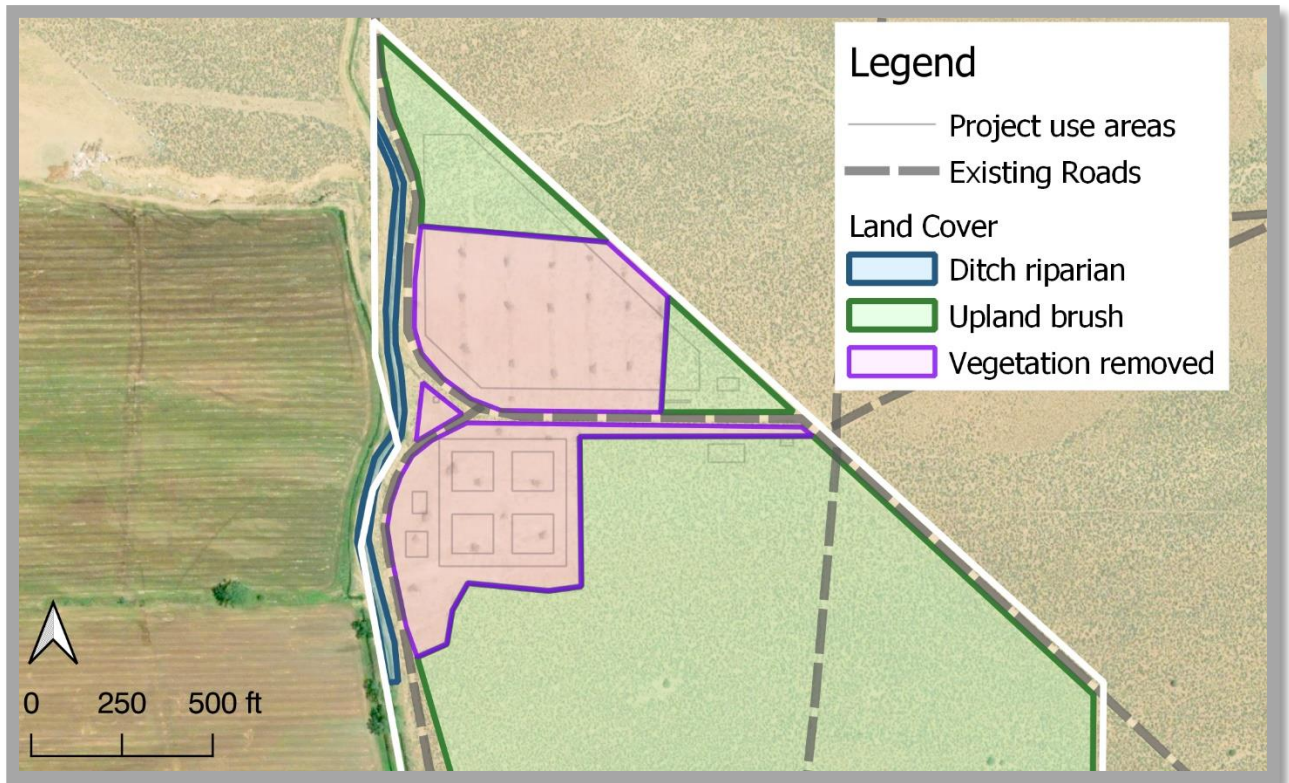


Figure 3-2. Project existing vegetation conditions map

Section 4. Environmental Impacts

Section 4 analyzes the potential for environmental impacts of the proposed project based on criteria set forth in the State CEQA Guidelines and the County's implementing ordinances and guidelines.

4.1 Aesthetics

Would the project:

- a) *Have a substantial adverse effect on a scenic vista?*

Less than significant. There are no designated scenic vistas within proximity of the project area. The project would have no impact on a scenic vista.

- b) *Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?*

Less than significant. The Eastern Sierra Scenic Byway (i.e., Highway 395) and State Route 89 (Monitor Pass) are the nearest designated scenic highways located approximately eight (8) miles south of the project area. The project site is not visible from the terminus of the Byway in the West Walker River canyon. From Monitor Pass on eastbound State Route 89 Monitor Pass there would be distant views of the project site including building outlines and the outdoor cannabis cultivation. The portion of Highway 395 within Antelope Valley is not a State Scenic Highway but is eligible for designation. The proposed project is located within view of a State Scenic Highway corridor the view of the project site is at a distance of greater than 7 miles and will not damage scenic resources such as trees, rock outcroppings, or historic buildings within a scenic highway. The project would have no impact on scenic resources.

- c) *In non-urbanized areas, substantially degrade the existing visual character or quality of public views of the site and its surroundings? (Public views are those that are experienced from a publicly accessible vantage point). If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?*

Less than significant. The proposed project area is located within land use designation (AG-10), and existing development around the site includes annual cropping systems and irrigated pastures in the areas between generally scattered housing. The project indoor cultivation buildings are proposed to be up to 30 feet high at the ridgeline. The proposed heights of the nursery, lab, shop, and drying shed buildings are 25 feet. Project buildings have been designed to replicate the architectural structure of a "raised center aisle" barn. The project includes a new 1.6 mile above-ground power line to connect to Liberty Utilities distribution at Topaz Lane and Eastside Lane. There are no above ground utilities along Eastside Lane as neighboring uses are off grid. Extension of the utilities to the project site would increase potential for new above ground utilities along the 1.6 miles of new utilities from the site to Topaz Lane. The visual quality of the project with utilities is compatible with neighboring agricultural land uses along Topaz Lane and Eastside Lane where above ground utilities along roads are visible. The project including installation of above ground utilities would have a less than significant impact on existing visual character or quality of public views.

- d) *Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?*

Less than significant with mitigation. The proposed project would have security/emergency lighting as described in the Lighting Plan. No other outdoor lighting is proposed. Proper light shields and lighting design will be incorporated into the indoor cultivation buildings.

Commercial cannabis operations are required to comply with Dark Sky Regulations. Lighting specifications and designs shall be described in a Lighting Plan (Mono County General Plan – Land Use Element, 13.070 H and 13.080 B). Additionally, all DCC lighting requirements shall be met, these include shielded downward facing outdoor lights at all times and shielding for indoor lights from sunset to sunrise (DCC Code Regulations, title 4 §§ 16304(a)(6), 16304(a)(7)).

4.1.1 Mitigation Measures

AES-1: Require Lighting Plan. Project is subject to Chapter 23, Dark Sky Regulations. The Mono County Community Development Department shall confirm that project lighting meets the requirements of County Code Chapter 23 – Dark Sky Regulations. The applicant shall submit plans for lighting describing the location and details of proposed fixtures with building permit application or prior to installation of outdoor lighting.

4.2 Agriculture/Forest Resources

In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Department of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment Project, and forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board.

Would the project:

- a) *Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?*

No impact. The project area is not located within areas defined by the California Resources Agency as Prime Farmland or Farmland of Statewide Importance. There would be no impact to Prime Farmland, Unique Farmland, or Farmland of Statewide Importance.

- b) *Conflict with existing zoning for agricultural use, or a Williamson Act contract?*

No impact. The project area has historic use of livestock grazing and is located within the agriculture land use designation (AG-10). Cannabis cultivation is an allowable use in the agriculture designation, subject to a Use Permit and Operation Permit. The project is not located on land that is part of a

Williamson Act contract. The project would have no impact on agricultural use or land that is part of a Williamson Act contract.

- c) *Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code Section 1 2220(g)) or timberland (as defined by Public Resources Code section 4526)?*

No impact. The proposed project location is currently used for grazing and is within the Agriculture (AG 10) land use designation. Cannabis cultivation is an allowable use, per Use Permit, in AG 10 land use designation. The proposed project does not conflict with existing zoning or land use designation regulations.

- d) *Result in the loss of forest land or conversion of forest land to non-forest use?*

No impact. The project is not located on forestland. The project would have no impact on forest land or convert forest land to non-forest uses.

- e) *Involve other changes in the existing environment which, due to their location or nature, could result in conversion of farmland, to non-agricultural use or conversion of forest land to non-forest use?*

No impact. The project is within the Mono County General Plan land use designation of Agriculture, which allows cannabis cultivation with the issuance of a use permit. The proposed project uses are consistent with surrounding agricultural uses of irrigated alfalfa pastures and upland livestock grazing. The proposed project would not change the existing environment.

4.2.1 Mitigation Measures

No mitigation measures are proposed.

4.3 Air Quality

Where available, the significance criteria established by the applicable air quality management district or air pollution control district may be relied upon to make the following determinations.

Would the project:

- a) *Conflict with or obstruct implementation of the applicable air quality plan?*

No impact. The project area is located in unincorporated Mono County and air quality is regulated by the Great Basin Unified Air Pollution Control District (GBUAPCD). With exception of the Mono Basin area and Mammoth Lakes, rural Mono County generally has very good air quality and meets state air quality standards. There are no local air quality plans relevant to the site. The proposed project would not conflict or obstruct implementation of any air quality plans.

- b) *Result in a cumulative considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard?*

Less than significant with mitigation. Mono County, in general, meets all state air quality standards with the exception of state PM10 in the Mono Basin and Ozone near Mammoth Lakes (Mono County 2015). The proposed project site is located in an attainment area, and federal and state air attainment levels would not be exceeded.

GBUAPCD Rules 401 and 402 require use of control measures to minimize fugitive dust and particulate matter emissions. Initial site clearing for construction of indoor grow facilities could temporarily generate fugitive dust during vegetation clearing and grading activity. Due prevent visible particulate matter from being airborne, standard BMPs in accordance with an erosion control plan and Stormwater Pollution Prevention Plan will be implemented and will include use of water for dust control, covering of soil stockpiles when not actively in use, and minimizing areas of disturbance under construction at one time (MM AQ-2). Areas that are temporarily disturbed will be reseeded with native seed mixes for long term soil stabilization (MM WQ-1).

Dust control measures shall be utilized on access roads and must be in compliance with Great Basin Unified Air Protection Control District regulations (Mono County General Plan – Land Use Element 13.080 C). To minimize fugitive dust generated from discing and tilling practices associated with outdoor cultivation, farming practices will be modified to avoid discing and tilling when wind speed are in excess of 15 miles.

On-site generator use for energy production would comply with California Air Resources Board and GBUAPCD regulations including acquiring a permit if the generator exceeds 900 horsepower and airborne toxic control measures for generators (CCR Title 17 §93115 and CCR Title 4 §16306). For operation of the 100 hp propane co-gen generator a Stationary Source permit is likely not required.

Based on CalEEMod emission modelling the project would have the following emission rates.

Table 4-1 Estimated Annual Construction Emissions

	<u>ROG</u>	<u>NOx</u>	<u>CO</u>	<u>SO2</u>	<u>PM10 Total</u>	<u>PM 2.5 Total</u>
	<u>Maximum Tons\yr</u>					
<u>Total</u>	<u>0.8264</u>	<u>0.7083</u>	<u>0.7355</u>	<u>1.4300e-003</u>	<u>0.0733</u>	<u>0.0462</u>

Table 4-2 Estimated Annual Operational Emissions

	<u>ROG</u>	<u>NOx</u>	<u>CO</u>	<u>SO2</u>	<u>PM10 Total</u>	<u>PM 2.5 Total</u>
	<u>Tons\yr</u>					
<u>Total</u>	<u>0.5531</u>	<u>0.3624</u>	<u>2.3950</u>	<u>4.3100e-003</u>	<u>0.4123</u>	<u>0.1135</u>

c) *Expose sensitive receptors to substantial pollutant concentrations?*

No impact. There are no sensitive receptors within proximity to the project area. Sensitive receptors include, but are not limited to, children, elderly, asthmatics, and others who are at a heightened risk or negative health outcomes to exposure to air pollution. Sensitive locations may include hospitals, schools, and day care centers (CARB 2022). The nearest occupied dwelling is approximately 1,700 feet

(0.3 miles) to the east located at 4400 Risue Canyon Road in Douglas County, Nevada. Sensitive receptors will not be exposed to substantial pollutant concentrations.

d) Result in *other emissions (such as those leading to odors adversely affecting a substantial number of people)?*

Less than significant with mitigation. Cannabis cultivation can produce odorous compounds due to the presence of terpenoid within the vegetative material. The exact odor causing compounds vary by strain/specie of the plant. Typically, moderate cannabis odors start to appear between the first 4 to 6 weeks of growth and strong odors appear during weeks 7 to 9. The intensity of the odor to the receptor varies by the quantity of odors released, local wind speed and direction, atmospheric stability or inversion height, area topography, and receptor's distance from the odor source.

Cannabis cultivation and processing can create strong odors caused by chemicals called terpenes. The odor of terpene compounds is most commonly associated with cannabis and is produced by flowering plants. Cannabis odors can spread through the air and be sensed by surrounding receptors. Outdoor cultivation has the most potential to cause cannabis odors which are sensed by nearby receptors. Indoor cultivation can more effectively contain and/or filter cannabis odors, reducing strong odors. The project's indoor and outdoor cannabis cultivation uses would generate odors. Indoor cultivation and processing completely enclosed within buildings would be the only source of cannabis odor during Phases 1 and 2. However, as measured at the Walker RAWS, 4.2 miles south of the project site, prevailing winds in the area are predominately from the south and northwest and aren't directly aligned with neighboring residences or Eastside Lane.

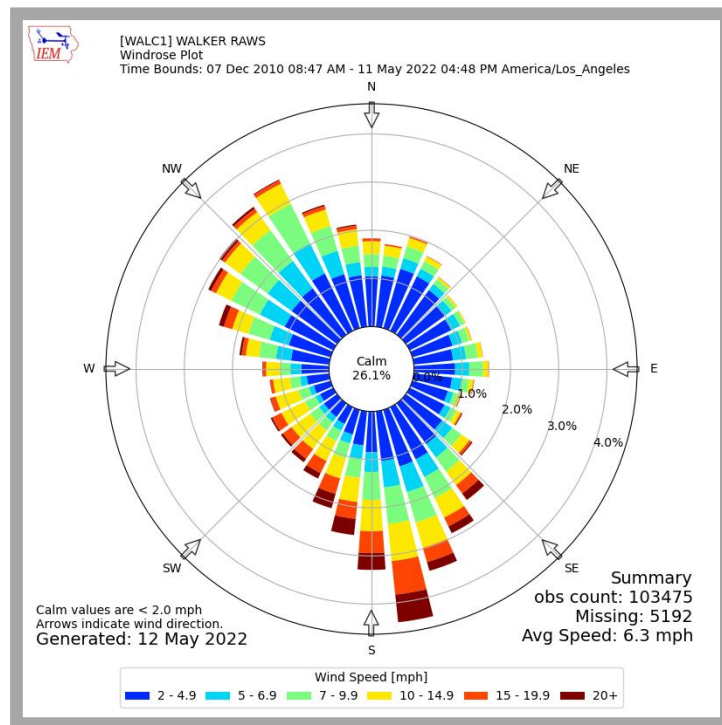


Figure 4-1. Windrose plot for Walker RAWS

There are no numerical thresholds for cannabis odor established by the county or state. Mono County policies address potential impacts of off-site cannabis odors to sensitive receptors by requiring additional setbacks for cannabis uses from sensitive receptors and odor control measures. General Plan Land Use Element Section 4.120 requires that cannabis cultivation uses be setback a minimum of 50 feet from property boundaries and 300 feet from, habitable space under separate ownership and public roads.

Land Use Element

Policy 1.L.3. Avoid, reduce, and prevent potential issues specific to commercial cannabis activities that may adversely affect communities.

Action 1.L.3.e. Regulations shall provide for the limitation of odor nuisances for adjacent uses, which may include, but are not limited to, increased setbacks, minimum distances from existing structures under separate ownership, odor control filtration devices, and ventilation requirements.

Land Use Element Development Standards Chapter 13.070

E. Odor Control.

1. 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.

2. An odor mitigation plan shall ensure that cannabis odors are mitigated outside of the facility; on adjacent property or public right of way; on or about the exterior or interior common area walkways, hallways, breezeways, foyers, lobby areas, or any other areas available for use by common tenants or the visiting public; or within any other unit located inside the same building as a commercial cannabis activity, and may include the following: i. Odor-control filtration and ventilation system(s) to control odors; ii. Devices and/or techniques incorporated into the facility or premise to mitigate the offsite detection of Cannabis odors.

3. An audit of the Odor Mitigation Plan and its effectiveness shall be conducted upon the issuance, and during annual inspections, of a Commercial Cannabis Operation Permit.

The project site is located away from existing habitable space under separate ownership and public roads. The distance between the project cultivation area and the nearest neighboring dwelling is 1,700 feet to the east-northeast and 0.4 miles southeast to the nearest road, Eastside Lane. There are five residences within one mile of the project area. In the vicinity of the project there are 19 residences within the Topaz Heights area of Douglas County. The distance between the project area and Topaz Heights residences is between 1,700 feet and 3.2 miles. There are six residences near Topaz Lane and Eastside Lane in Mono County between 1.0 and 1.5 miles from the project area. The project would not affect a substantial population due to the low density of residences in the vicinity. Prevailing winds are not directly aligned with neighboring residences or Eastside Lane. The project does not propose odor filtration or ventilation systems for indoor or outdoor cultivation; instead, the location of the project in relationship to receptors would not cause unreasonable impacts to receptors based on the siting of the cultivation areas. The cultivation use would generate cannabis odors detectible beyond the project

property. Sensitivity to cannabis odor varies and adjacent uses may detect and find odors to be offensive which is a significant impact requiring mitigation. Mitigation Measure AQ-1 requires odor mitigation measures including posting notice, ambient odor monitoring, and reduction of outdoor cultivation area if odor is determined to be unreasonable.

4.3.1 Mitigation Measures

AQ 1: Odor Mitigation

- The applicant shall post signs at the property line that provide a 24-hour project contact phone number and County code enforcement phone number in the case of nuisance odors.
- The applicant shall report any complaints of nuisance odors to the County within 72 hours of the complaint.
- The County shall conduct ambient odor survey at the property boundary and ambient monitoring during annual inspections. Monitoring would include odor surveys using a Nasal Ranger field olfactometer within the Project area and at the property boundary to quantify odor strength at each monitoring location.
- If measured cannabis odor exceeds a seven dilution threshold (“DT”) when measured by the County with a field olfactometer at the property line for a minimum of two observations not less than 15 minutes apart within a one hour period.
- For indoor cultivation, if the County determines an unreasonable impact, it may require implementation of odor-control filtration and ventilation systems to control odors; Devices and/or techniques incorporated in the building for all indoor cultivation and processing buildings.
- For outdoor cultivation, if the County determines an unreasonable impact the County shall require reduction of outdoor cannabis cultivation area to meet 300’ buffer to easterly property boundaries.

AQ-2: Dust Control Mitigation Measures

- During construction, dust will be minimized through implementation standard BMPs consistent with CA Stormwater General Construction Permit and will include, but not limited to,
 - minimize the exposed working areas at one time,
 - covering soil stockpiles when not in actively in use or left overnight, and
 - use of on-site water for dust control during clearing and grading.
- Avoid discing and tilling when wind speeds are in excess of 15 miles per hour.
- Driving speeds will be reduced to slower than 15 mph when on dirt roads within ¼ mile of public highways and residences.

4.4 Biological Resources

Would the project:

- Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?*

Less than significant with mitigation. A Biological Technical Report (BTR) was prepared for the proposed Sierra High Project (Appendix B) to evaluate the potential impacts from the project to special status wildlife, vegetation, sensitive communities, and regulated waters. Due to the project's location on the California / Nevada state border, both California and Nevada state agencies were consulted and queried for available biological resource data.

A literature search was conducted for the BA which included queries of the following databases:

- USFWS's Information Planning and Conservation (IPaC) System (2022a);
- USFWS's Critical Habitat Portal (2022b);
- California Natural Diversity Database (CNDDDB) search (CDFW 2022);
- Nevada Department of Wildlife (NDOW 2022); and
- Nevada Natural Heritage Program (NNHP 2022).

The BA evaluated potential impacts to the special status species. For the purposes of the evaluation, a special status species was considered to be:

- Species listed or proposed for listing as threatened or endangered under the ESA;
- Species that are candidates for possible future listing as threatened or endangered under the ESA;
- Species that are listed or proposed for listing by the State of California as threatened or endangered under the CESA;
- Plants considered by CDFW and CNPS to be "rare, threatened, or endangered in California" (Rare Plants Ranks as 1B and 2; California Department of Fish and Game, 2015a), and California Native Plant Society, (2015);
- Species that meet the definition of rare or endangered under the State CEQA Guidelines, Section 15380; and
- Animals fully protected in California (Fish and Game Code, §3511 for birds, §4700 for mammals, and §5050 for reptiles) and amphibians, or animal species of special concern to the CDFG (California Department of Fish and Game, 2011).

Additional species of concern that were analyzed within the BA included the Bi-State Distinct Population Segment (DPS) of Greater Sage-Grouse (*Centrocercus urophasianus*) and mule deer (*Odocoileus hemionus*).

Additionally, protection of migratory birds and their nests is regulated by the Migratory Bird Treaty Act (MBTA). Birds may forage and nest in multiple habitats and have potential to pass through the site in route to either. Therefore, potential impacts to migratory birds were also evaluated.

Special Status Plants

Based on review of the CNDDDB and USFWS IpaC list, two special status plant species were determined to have potential to occur within the project area. These species are beautiful cholla (*Grusonia pulchella*, state protected cactus/CNPS 2B.2) and Masonic rockcress (*Boechera cobrensis*, CNPS 2B.3). Both species are considered rare, threatened or endangered in CA by the California Native Plant Society (CNPS) and are associated with sandy soils within sagebrush communities. A field survey for special status plant species was completed on September 1, 2022, by RCI Sr. Biologist. All plant species encountered were identified to determine if it was a species of concern. Neither beautiful cholla or Masonic rockcress were observed during the survey (both are species of concern in the region – is this accurate? Maybe include the language to tell readers why these 2 species are mentioned). Based on the survey results

and assessment of the site, the BTR determined that neither beautiful cholla or Masonic rockcress are likely to occur within the project site. Reference the BTR in Appendix B.

Based on the current site plan (Figure 2 in Appendix A), implementation of the proposed project would impact up to five acres of upland sagebrush shrub habitat from grading and construction of the four indoor cultivation buildings and associated support buildings (e.g., water tank, shop, and lab), and access road improvements. Additionally, approximately ten acres of upland shrub habitat will be impacted during Phase 3 of the project through removal of vegetation for outdoor cultivation. If present, direct effects to special status plant species or their potential habitat could occur when plants or habitat are physically impacted by activities associated with the proposed project. Direct impacts may include physically breaking, crushing, or uprooting sensitive plants by driving over them with construction equipment, trenching, filling, or other grading activities during site development. However, based on the results of the botanical survey, evaluation of on-site soils, and findings of the BTR, it was determined that it is unlikely for any special status plant species to occur within the project site. Impacts to special status plant species is determined to be less than significant.

Vegetation removal and soil disturbance construction of the indoor cultivation facility, improvements to the access road, and disturbance associated with power line construction could create conditions for the establishment of undesirable weed species. Once established, invasive and noxious weeds could negatively and indirectly affect native species by competing for resources such as water and light, production, and release of chemical compounds that inhibit the growth of other plants. In turn, this effect can change the community composition through elimination or reduction of native plant species, or by changing the vegetation structure. The changes in community composition or vegetation structure could affect fire regimes and can also negatively affect habitat for wildlife. These impacts would be reduced to less than significant with incorporation of Mitigation Measures BIO-2 and BIO-3.

Special Status Wildlife

The on-site sagebrush shrub community provides habitat for 12 special status wildlife species. These include seven state protected bat species and five special status bird species (reference the BTR in Appendix B).

There is suitable foraging habitat for bats on-site but no suitable roosting habitat present. Because of the abundance of similar foraging habitat surrounding the project area, it is determined there will be less than significant impacts to the seven bat species.

There is potential for five species of special status birds. Four of these species (Golden Eagle, Swainson's Hawk, Northern Harrier, and Prairie Falcon) may utilize the site for foraging, but there is no suitable nesting habitat for these species within the project area. Similar to the bat species, the proposed project will have less than significant impact on these four species.

The Brewer's sparrow is identified as having potential to nest on-site. The Brewer's sparrow is listed as a USFWS Bird of Conservation Concern and given a S3 ranking by the State due to its declining population. Brewer's sparrow tend to nest in low sagebrush and other shrubs. Therefore, Brewer's sparrow, along with other nesting birds, have the potential to be impacted by clearing and grading activities that remove potential nesting habitat. If clearing occurs during the nesting season, the project could result in direct impacts to the Brewer's sparrow and other nesting birds should they be present. Indirect effects from elevated noise and increased human activity may result in nest abandonment if

nesting birds are present within 200 feet. These potential significant impacts are reduced to less than significant when Mitigation Measure BIO-3 is implemented.

The Bi-State Distinct Population Segment (DPS) of Greater Sage-Grouse (*Centrocercus urophasianus*) is another species of concern to Mono County but is not listed at the state or federal level. Potential impacts to Greater Sage-Grouse, if present, from the proposed project could include loss of habitat, increased vehicular traffic and potential for roadkill, trampling of nests or activities that cause nest abandonment, and introduction/expansion of invasive species that modifies habitat quality. Additionally, the construction of aboveground transmission pole lines contributes to the fragmentation of sage-grouse habitat and increases the risk of predation by providing predator perches in sagebrush habitat. However, the likelihood of sage-grouse being present on site is considered to be very low based on the presence of low-quality sagebrush habitat that surrounds the Coleville area (2015 RTP/GPU) and lack of known Greater Sage-Grouse leks or radio-marked sage-grouse tracking locations in the vicinity of the project area (NDOW 2022). Further, no sage grouse were observed during the initial site reconnaissance in February 11, 2021 or during site survey on September 1, 2022. Potential impacts to sage-grouse from the proposed project is determined to be less than significant.

There are no known mule deer migration corridors through the project area (NDOW 2022, BIOS 2022), but mule deer may potentially use the on-site shrub habitat for overwintering. Site development and increase in human activities have the potential to impact survivorship of mule deer due to the reduction of critical browse and vehicle collisions (2015 RTP/GPU). However, based on the minimal size of impact to potential habitat (15 acres) relative to the surrounding availability of suitable wintering habitat and the minimal increase in traffic from the proposed project, potential impacts to mule deer are determined to be less than significant.

- b) *Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Wildlife or US Fish and Wildlife Service?*

No impact. The site is uniformly dominated by upland shrubs consisting of big sagebrush and four-winged saltbrush, rabbitbrush and Mormon tea. There one juniper tree on-site. There are no wetlands, riparian habitat, or other sensitive natural communities on-site. The proposed project will have no impact on any riparian habitat or other sensitive natural communities.

- c) *Have a substantial adverse effect on state or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling hydrological interruption, or other means?*

No impact. Based on review of the National Wetland Inventory Mapper (February 18, 2022) and field reconnaissance, there are no wetlands within the project area. The proposed project will have no impact on state or federally protected wetlands.

- d) *Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?*

Less than significant. Occupied mule deer habitat is known to occur throughout the site (NDOW 2022). The West Walker Herd of mule deer in Antelope Valley use available habitat in Walker, Coleville, and

Topaz as winter range during the November 1 to April 30 period; however, there are no known migration corridors through the project area. Based on review of the California Department of Fish and Wildlife Biological Information System, there are no mapped deer migratory corridors (CDFW BIOS 2022), and the proposed project is not anticipated to have any impact on mule deer migration corridors. Additionally, there are no aquatic resources sufficient to support the movement of migratory fish. The proposed project will have no impact on migratory fish or wildlife species or migration corridors.

- e) *Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?*

No Impact. Based on review of the Mono County General Plan, the proposed project will have no conflict with any local policies or ordinances protecting biological resources.

- f) *Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?*

No Impact. There are no adopted habitat or conservation plans that affect the project site. The proposed project will not conflict with any provisions of an adopted habitat or conservation plans.

4.4.1 Mitigation Measures

BIO-1: Nesting Birds Surveys

Regardless of the time of year, a pre- construction sweep shall be performed to verify absence of nesting birds. A qualified biologist shall conduct the pre-activity sweep within the Project areas (including access routes) and a 500-foot buffer surrounding the Project areas, within 2 hours prior to initiating Project activities. Additionally, a nesting bird survey shall be conducted by a qualified biologist no more than three (3) days prior to the initiation of project activities, including, but not limited to clearing, grubbing, and/or rough grading to prevent impacts to birds and their nests. The survey will be conducted by a qualified biologist. Surveys shall include any potential habitat (including trees, shrubs, the ground, or nearby structures) that may be impacted by activities resulting in nest destruction or abandonment. If nesting bird activity is present, a no disturbance buffer zone shall be established by the qualified biologist around each nest to prevent nest destruction and disruption of breeding or rearing behavior. The buffer shall be a minimum of 500 feet for raptors and 300 feet for songbirds, unless a smaller buffer is specifically determined by a qualified biologist familiar with the nesting phenology of the nesting species. The buffer areas shall be avoided until the nests are no longer occupied and the juvenile birds can survive independently from the nests, as confirmed by a qualified biologist. A qualified biologist shall inspect the active nest to determine whether construction activities are disturbing the nesting birds or nestlings. If the qualified biologist determines that construction activities pose a disturbance to nesting, construction work shall be stopped in the area of the nest and the 'no disturbance buffer' shall be expanded. If there is no nesting activity, then no further action is need for this measure.

- ~~• Pre-project surveys for nesting birds and raptors will be conducted in suitable nesting habitat within 500 feet of vegetation removal, construction, and development activities, and will be reviewed and accepted by the Mono County Community Development Department prior to site disturbance or construction activity. Determination of habitat suitability, and whether a pre-project survey is required should be based on a reconnaissance field assessment of habitat conditions before initiating projects in these areas.~~

~~Survey Timing: March 1 to August 31~~

- ~~• If an active bird nest is located during the pre-project surveys, the project proponent will notify Mono County and the CDFW. To avoid disturbances to or loss of active nest sites, between March 1 and August 31, project activities would be delayed within 0.25 mile of (or at a distance directed by the appropriate regulatory agency) the nest to avoid disturbance until the nest is no longer active. Project activities include vegetation removal, earth moving, and construction. The 0.25-mile buffer may be reduced through consultation with Mono County and/or the CDFW Biologist.~~

BIO-2: Weed Surveys

Prior to construction, the entire project area shall be surveyed for noxious weeds. All occurrences of noxious weeds would be flagged and avoided.

BIO-3: Weed Free Certification

Straw, mulch, or gravels used for erosion control shall be certified weed-free.

BIO-4: Special Status Fish

For all Project activities taking place adjacent to Highland Ditch, where adjacent is defined as being within 50 feet from the top of bank, Best Management Practices (BMPs) shall be employed to avoid impacts to water quality and aquatic habitat of the Highland Ditch. Impacts may include, but are not limited to, delivery of excess sediment through grading, disking, or grubbing activities; delivery of excess nutrients through runoff from cultivation areas; delivery of toxins from pesticide application; or any other Project activities that have the potential to substantially alter or degrade the water quality or aquatic habitat of the Highline Ditch. BMPs may include avoiding pesticide application during periods of increased wind, limiting water usage to avoid runoff, and/or keeping exposed soil damp to limit movement during ground disturbing activities.

Mitigation Measure BIO-5: American Badger

A qualified biologist shall visually survey the Project area prior to construction to identify any feature/habitats suitable to support American badger (i.e., burrows, dens). Where an identifiable feature is present, the qualified biologist shall mark the potentially occupied feature for avoidance. If avoidance is infeasible, the qualified biologist shall determine whether the burrow or den is inactive or active. If the burrow or den is inactive, the qualified biologist shall excavate the burrow or den by hand and backfill to prevent reuse by American badger. If American badger is present, applicant shall notify California Department of Fish and Wildlife (CDFW) and applicant should develop an American badger-specific avoidance and relocation plan detailing the protective avoidance and relocation measures to be implemented prior to the commencement of Project activities for CDFW review. The use of rodenticides and herbicides shall be restricted to avoid primary and secondary poisoning of badger.

Mitigation Measure BIO-6: Special Status Plants

Prior to Project implementation, and during the appropriate season, a qualified biologist shall conduct botanical field surveys within the Project area following protocols set forth in the California Department of Fish and Wildlife's (CDFW) 2018 Protocols for Surveying and Evaluating Impacts to

Special Status Native Plant Populations and Sensitive Natural Communities (CDFW 2018). The surveys shall be conducted by a CDFW approved botanist(s) experienced in conducting floristic botanical field surveys, knowledgeable of plant taxonomy and plant community ecology and classification, familiar with the plants of the area, including special-status and locally significant plants, and familiar with the appropriate state and federal statutes related to plants and plant collecting. The botanical field surveys shall be conducted at the appropriate time of year when plants will both be evident and identifiable (usually, during flowering or fruiting) and, in a manner, which maximizes the likelihood of locating special-status plants and sensitive natural communities that may be present. Botanical field surveys shall be conducted floristic in nature, meaning that every plant taxon that occurs in the project area is identified to the taxonomic level necessary to determine rarity and listing status. If any special-status plants are identified, the County shall avoid the plant(s), with an appropriate buffer (i.e., fencing or flagging). If complete avoidance is not feasible, the County shall mitigate the loss of the plant(s) through the purchase of mitigation credits from a CDFW-approved bank or land acquisition and conservation at a mitigation ratio determined by CDFW after Project analysis. If the Project has the potential to impact a state listed species, the Project Applicant should apply for a California Endangered Species Act (CESA) Incidental Take Permit (ITP) with CDFW.

Mitigation Measure BIO-7: Pesticides, Including Fungicides, Herbicides, Insecticides, and Rodenticides

Prior to construction and issuance of any grading permit, Sierra High Farms shall develop a plan, to be approved by Mono County, with measures to avoid, minimize, or mitigate the impacts of pesticides used in cannabis cultivation, including fungicides, herbicides, insecticides, and rodenticides. The plan should include, but is not limited to, the following elements: (1) Proper use, storage, and disposal of pesticides, in accordance with manufacturer’s directions and warnings, (2) Avoidance of pesticide use where toxic runoff may pass into Fish and Game section 1602 resources, including ephemeral streams, (3) Avoidance of pesticides that cannot be used on cannabis in the state of California, as set forth by the Department of Pesticide Regulation, (4) Avoidance of anticoagulant rodenticides and rodenticides with “flavorizers”, (5) Avoidance of sticky/glue traps, and (6) Inclusion of measures that serve as alternatives to the use of toxic rodenticides, such as sanitation (removing food sources such as pet food, cleaning up refuse, and securing garbage in sealed containers), and physical barriers.

Mitigation Measure BIO-8: Artificial Light

Light shall not be visible outside of any structure used for cannabis cultivation. This shall be accomplished by: employing blackout curtains where artificial light is used to prevent light escapement, eliminating all nonessential lighting from cannabis sites and avoiding or limiting the use of artificial light during the hours of dawn and dusk when many wildlife species are most active, ensuring that lighting for cultivation activities and security purposes is shielded, cast downward, and does not spill over onto other properties or upward into the night sky (see the International Dark-Sky Association standards at <http://darksky.org/>), and using LED lighting with a correlated color temperature of 3,000 Kelvins or less. All hazardous waste associated with lighting shall be disposed of properly and lighting that contains toxic compounds shall be recycled with a qualified recycler.

Mitigation Measure BIO-9: Employee Awareness of Wildlife Resources

A qualified biologist shall conduct an education program for all persons employed or otherwise working on the Project site prior to performing any work on-site (Workers Environmental Awareness Program; WEAP). The WEAP shall consist of a presentation that includes a discussion of the biology of the habitats and species that may be present at the site. The qualified biologist shall also include as part of the WEAP information on the distribution and habitat needs of any special-status species that may be present, legal protections for those species, penalties for violations, and mitigation measures. The WEAP should include, but not be limited to: (1) best practices for managing waste and reducing activities that can lead to increased occurrences of opportunistic species and the impacts these species can have on wildlife in the area and (2) protected species that have the potential to occur on the Project site.

Mitigation Measure BIO-10: LSA Notification

Prior to construction and issuance of any grading permit, the Project proponent should obtain written correspondence from the California Department of Fish and Wildlife (CDFW) stating that notification under section 1602 of the Fish and Game Code is not required for the Project, or the Project proponent should obtain a CDFW-executed Lake and Streambed Alteration Agreement, authorizing impacts to Fish and Game Code section 1602 resources associated with the Project.

4.5 Cultural Resources

Would the project:

- a) *Cause a substantial adverse change in the significance of a historical resource as defined in 15064.5?*

No impact. On March 30, 2022, a Class III Archaeological Inventory of the proposed project area was completed. The inventory covered approximately 18 acres within the northern portion of the parcel where all development is proposed. Prior to the site visit, pertinent site records and documentation was requested of the California Historic Resource Information System, Eastern Information Center (EIC) and available in the Nevada Cultural Resources Information System were consulted. The request included documentation of existing resources, reports, historic properties, determinations of eligibility, properties listed on the California Inventory of Historical Resources (1976), and any historic maps and local inventories within a 0.5- mile buffer of the project area.

Based on the findings of the data request, no cultural resource inventories or cultural resources have been recorded within 0.5 mile of the project parcel. The record search by the EIC indicates that no site listed on the National Register of Historic Places, the California Register of Historical Resources, California Historical Landmarks or California Points of Historical Interest lie within the project area. The findings of the field survey resulted in the location of a single isolated horseshoe. No other cultural materials or archaeological sites were encountered (reference Appendix C). The proposed project will have no impact on the significance of historical resources.

- b) *Cause a substantial adverse change in the significance of an archaeological resource as defined in 15064.5?*

Less than significant with mitigation incorporated. As described above, no archaeological sites were identified through the records search or site reconnaissance. It is possible that unidentified historical or archaeological resources could be discovered during construction. Damage to an unknown unique archaeological resource or historical resource would be a potentially significant impact. Implementation of Mitigation Measure CR-1 would reduce the potential for impacts to archaeological sites to less than significant.

- c) *Disturb any human remains, including those interred outside of formal cemeteries?*

Less than significant with mitigation incorporated. No evidence obtained during documented research suggests that any prehistoric or historic-period human interments are present within or in the immediate vicinity of the project site. However, there is a possibility that unmarked, previously unknown Native American or other graves could be present within the project site and could be uncovered by project-related construction activities.

California Health and Safety Code Section 7050.5 and Public Resource Section 5097 require that, if human remains are discovered during any construction activities, potentially damaging ground-disturbing activities in the area of the remains shall be halted immediately, and the Mono County coroner and the Native American Heritage Commission (NAHC) shall be notified immediately. If the remains are determined by NAHC to be Native American, the guidelines of the NAHC shall be adhered to in the treatment and disposition of the remains. Following the coroner's findings, the archaeologist, the NAHC-designated Most Likely Descendant, and the landowner shall determine the ultimate treatment and disposition of the remains and take appropriate steps to ensure that additional human interments are not disturbed. Implementation of project Mitigation Measure CR-2 would ensure compliance with the Safety Code Section 7050.5 and Public Resource Section 5097 and reduce the potential for impact to less than significant.

4.5.1 Mitigation Measures

CR-1 Discovery of Cultural or Tribal Resources

If any prehistoric or historic-period subsurface archaeological features or deposits are discovered during construction, all ground-disturbing activity within 25 feet of the resources shall be halted, and a qualified professional archaeologist and/or Tribal representative shall be retained to assess the significance of the find. If the find is determined to be significant by the qualified archaeologist (i.e., because it is determined to constitute either a historical resource or a unique archaeological resource), or Tribal representative, a plan shall be prepared to address the appropriate procedures to protect the integrity of the resource and ensure that no additional resources are affected. Procedures could include, but would not necessarily be limited to, preservation in place, archival research, subsurface testing, or contiguous block unit excavation and data recovery.

CR-2 Unanticipated Discovery of Human Remains

If human remains are encountered during construction, all ground disturbance activities within 150 feet of the discovery shall be suspended and the construction manager shall immediately notify the County coroner. If the human remains are determined to be of Native American descent, the coroner shall

notify the NAHC within 24 hours of identification. The NAHC shall identify and immediately notify the Most Likely Descendant (MLD) of the deceased Native American. Within 48 hours of being granted access to the site, the MLD shall complete the inspection of the site of the discovery and make recommendations to the applicant/landowner for the treatment or disposition of the human remains and any associated funerary objects. All measures, as required by the County, shall be implemented under the supervision of the MLD and/or tribal representative.

4.6 Energy

Would the project:

- a) *Result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation?*
- b) *Conflict with or obstruct a state or local plan for renewable energy or energy efficiency?*

Less than significant. Electrical energy is provided in the Antelope Valley area of Mono County by Liberty Utilities, Inc. Liberty Utilities supplied power is generated by a mixture of sources and includes approximately 37% renewable sources ([Liberty Utilities 2022](#)). There is no natural gas utility available in the Antelope Valley and liquid propane gas (LPG) is provided to individual customers from local vendors.

The proposed project will use energy primarily for initial construction of infrastructure and long-term cultivation and manufacturing uses.

Construction

Energy needs for project construction would be temporary and include the use of automotive fuels consumed to transport construction crews and materials to and from the site. The design and operation of the project buildings are subject to California Building Code Standards. The energy expenditure required to construct the initial indoor grow facility and associated structure would be non-recoverable; however, it would not be consumed in a wasteful, inefficient, or unnecessary manner.

Long-term Operation

Energy use for the project would include gas for vehicles and equipment and propane for co-generation of electrical power. The proposed indoor cultivation operation would use artificial LED lighting for plant growth. The project estimates annual energy demand of 0.35 MWh\yr.

The project site is currently not connected to utilities, including electricity or natural gas. The project proposes to initially operate off-grid due to the distance to existing electrical utility of approximately ~~3,000 feet~~ **1.6 miles**. During Phases 1 and 2 of the project, an on-site combined heat and power propane generator (100 horsepower) would provide all electricity and heating to the project. Propane storage would be within three 1,000-gallon propane tanks in Phase 1 followed by a central 30,000-gallon tank in Phase 2. Phase 3 of the project includes interconnection to Liberty Utilities and **the** propane system would be used for **electrical power** backup only. **The propane system would continue to be used for heating after connection to the electrical grid.**

Table 4-3. Annual Operational Energy Consumption

Energy Type	Annual Energy Consumption
Phase 1 and 2 -Operations (Off-grid)	
Propane – Electricity & Heat Cogeneration	1,140,695 kBTU\yr 12,466 gallons propane equivalent
Phase 3 – Operation	
Electricity from the grid <u>Propane heat</u>	.34 megawatt-hours per year

Based on CalEEMod 2020.4.0

The project is subject to California Building Standards, Code requirements and standard conditions of approval required by the County or other agencies, including the energy conservation measures required in Title 24 Building Energy Efficiency Standards for 202219. DCC Regulations 16306 require compliance with the Airborne Toxic Control Measure for stationary or portable engines, as applicable, established in title 17, California Code of Regulations, sections 93115-93116.5. DCC Regulation 16305 requires all holders of indoor, tier 2 mixed-light license types of any size, and all holders of nursery licenses using indoor or tier 2 mixed-light techniques shall ensure that electrical power used for commercial cannabis activity meets the average electricity greenhouse gas emissions intensity required by their local utility provider pursuant to the California Renewables Portfolio Standard Program in division 1, part 1, chapter 2.3, article 16 (commencing with section 399.11) of the Public Utilities Code. If a licensed cultivator’s average weighted greenhouse gas emission intensity, as calculated and reported upon license renewal pursuant to section 15020, is greater than the local utility provider’s greenhouse gas emission intensity, the licensee shall obtain carbon offsets to cover the excess in carbon emissions from the previous annual licensed period. The carbon offsets shall be purchased from one or more of the following recognized voluntary carbon registries: (1) American Carbon Registry; (2) Climate Action Reserve; or (3) Verified Carbon Standard. Liberty Utilities estimates its total renewable power mix was 37%. The project’s energy consumption will be required to meet DCC Regulations 16305 and 16306 and if necessary, obtain carbon offsets. For these reasons, the project’s consumption of electricity, gasoline, and diesel would not be considered wasteful, inefficient, or unnecessary.

4.6.1 Mitigation Measures

No mitigation measures are proposed.

4.7 Geology and Soils

Would the project:

- a) *Directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:*
 - i) *Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.*

ii) Strong seismic ground shaking?

iii) Seismic-related ground failure, including liquefaction?

Less than significant. The project is not located in an Alquist-Priolo fault hazard area as delineated by State. The proposed project is not located on or near an active fault zone (California Dept of Conservation 2022). Based on the results of a geotechnical investigation completed by Sierra Geotechnical Services Inc., there are no active fault zones within the site. The nearest fault zone with potential for strong ground shaking is the Antelope Valley fault zone, located approximately 3.43-miles west of the site (SGS 2021). The estimated most recent fault activity occurred during the last 3,000 years. An earthquake of magnitude 4.5 occurred on August 8, 2022 located 3.4 miles south of the project site and did not cause damage. Seismic risks are a constant throughout Mono County and the project must comply with current seismic safety standards. These standards reduce seismic hazards to a level of 'acceptable risk' (2015 RPT/GPU EIR). Sierra Geotechnical Services found that site is suitable for construction after evaluation of soils and potential seismic hazards. The geotechnical report recommends two to three feet of over excavation and compaction in lifts to support building foundations. The geotechnical review of the project soil conditions finds negligible potential for ground failure or liquefaction due to seismic activity.

iv) Landslides?

No impact. The project area is located on relatively flat (2-4% slope) ground and is not located adjacent to terrain with landslide hazards. There is no potential for landslides.

b) Result in substantial soil erosion or the loss of topsoil?

Less than significant. Project implementation will result in soil excavation (approximately three acres) for the development of the indoor cultivation building pad, associated structures, and road improvements that could result in erosion. To minimize erosion potential, all cut and fill slopes shall be a maximum of 2:1 slopes and all areas of temporary disturbance will be stabilized upon project completion. The project proposes approximately three acres of soil disturbance that will require authorization under the State's General Construction Permit, which includes the preparation and implementation of a Storm Water Pollution Prevention Plan (SWPPP) that would minimize site erosion and loss of topsoil. Implementation of the SWPPP will include installation of effective Best Management Practices (BMPs), including minimization of vegetation removal and installation of temporary erosion and sediment controls that would reduce erosion and sediment loss. Additionally, any areas of temporary disturbance will be reseeded upon completion of construction and protected by installation of an erosion control fabric or suitable alternative.

c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?

Less than significant. The project area is located on relatively flat (2-4% slope) ground with soils that consist of dense sands with minor fines and gravels. Based on the slope, there is no potential landslides or lateral spreading. The geotechnical review of the project soil conditions finds negligible potential for ground failure or liquefaction (SGS 2021).

- d) *Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial direct or indirect risks to life or property?*

Less than significant. Expansive soils are soils that swell when subjected to moisture. Shrink/swell potential is the relative change in volume to be expected with changes in moisture content; that is, the extent to which the soil shrinks as it dries or swells when it gets wet. The extent of shrinking and swelling is influenced by the amount and kind of clay in the soil. Shrinking and swelling of soils cause damage to building foundations, roads, and other structures. Soils in the immediate vicinity of the proposed project area consist of dense sands with minor fines and gravels. Based on these findings, there is a very low shrink/swell potential at the site (SGS 2021).

- e) *Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of waste water?*

Less than significant. A geotechnical investigation and report were prepared by Sierra Geotechnical Services, Inc. The report found that soils are adequate to serve proposed on-site septic systems.

- f) *Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?*

Less than significant. The project soils and geology are composed largely of quaternary alluvium deposits of the Pleistocene-Holocene, which have a low probability of containing unique paleontological resources or unique geologic features. The project would require excavation to a depth of 5-10 feet below the surface. It is unlikely the construction activities would disturb paleontological resources due to the depth of earthwork and age of underlying soils and geology.

4.7.1 Mitigation Measures

No mitigation measures are proposed.

4.8 Greenhouse Gas Emissions

Would the project:

- a) *Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?*
- b) *Conflict with any applicable plan, policy, or regulation of an agency adopted for the purpose of reducing the emissions of greenhouse gases?*

Less than significant. The project would result in emissions of greenhouse gases (GHGs) through the construction and operation of the project. GHGs prevent the escape of heat energy from Earth's atmosphere. Carbon dioxide (CO₂), methane (CH₄), nitrous oxide, and water vapor are the primary constituent GHG. These gases occur naturally in the atmosphere and human activity further increases GHG emissions. Increases in GHG in the atmosphere result in greater greenhouse effect, increased global surface temperatures, and changes to global climate patterns. GHGs are measured as CO₂ equivalent, or CO₂E, a unit of measurement that equalizes the potency of GHG.

The GHGs emitted during construction would come from diesel fuel combustion from off-road construction equipment and diesel or gasoline combustion from on-road vehicles. The primary GHG generated from these processes would be CO₂, with smaller amounts of emissions of CH₄ and nitrous oxide (N₂O). Construction emissions would permanently cease at the end of the project. The project would have an incremental, short-term, and one-time contribution to GHG emissions within the context of the county and region, the individual impact is considered less than significant.

According to analysis of the project using CalEEMod Version 2020.4.0, the project would emit carbon-dioxide-equivalent substances, or GHG, in amounts shown in the table below. The analysis takes into account both operational impacts (including area-, energy-, mobile-, waste-, and water-related sources) and construction impacts; because construction is a one-time activity, the construction emissions are amortized, or spread, across a 30-year period and then added to operational impacts.

Table 4-4. Greenhouse Gas Emissions (metric tons per year)

Source	CO ₂ E
Construction (239 CO ₂ E, 30-year amortization)	8
Area	1.3
Energy	91.8
Mobile	397.3
Waste	39.8
Water	43.8
Total	582

Since there is no adopted or accepted numerical threshold of significance for GHG emissions applicable to the county, the methodology for evaluating the project’s impacts related to GHG emissions focuses on its consistency with statewide, regional, and local plans adopted for the purpose of reducing and/or mitigating GHG emissions.

Notwithstanding, for informational purposes, the analysis also calculates the amount of GHG emissions that would be attributable to the project using CalEEMod 2020.4.0. The primary purpose of quantifying the project’s GHG emissions is to satisfy CEQA Guidelines Section 15064.4(a), which calls for a good-faith effort to describe and calculate emissions. The estimated emissions inventory is also used to determine if there would be a reduction in the project’s incremental contribution of GHG emissions as a result of compliance with regulations and requirements adopted to implement plans for the reduction or mitigation of GHG emissions. However, the significance of the project’s GHG emissions impacts is not based on the amount of GHG emissions resulting from the project.

The project is consistent with the Mono County’s Resource Efficiency Plan and energy efficiency policies, which promote, but do not require, energy efficiency by private development.

Regional Transportation Plan Policy

Policy 3.A. Reduce greenhouse gas (GHG) emissions through local land use and development decisions, and collaborate with local, state, and regional organizations to promote sustainable development.

Land Use Element

Policy 1.B.2. Increase greenhouse gas emission mitigation and adaptation planning efforts through local land use and development decisions, and collaborate with local, state, and regional organizations to promote sustainable development.

The proposed project would not conflict with an applicable plan, policy, or regulation adopted to reduce the emissions of greenhouse gases.

4.8.1 Mitigation Measures

No mitigation measures are proposed.

4.9 Hazards and Hazardous Materials

The operation of the cannabis cultivation will require the use of fertilizers and pesticides in significant quantities. The most common chemicals used in cultivation operations are pesticides, herbicides similar to other agriculture operations. The project would utilize smaller 1,000-gallon propane tanks during the initial phase of operation followed by a central 30,000-gallon tank. The proposed indoor cultivation buildings would have storage areas for hazardous materials separated from the primary uses of the building. The outdoor cultivation operation would use shipping containers for storage of fertilizers and herbicides. Propane and cannabis cultivation fertilizers and herbicides would be transported along US Highway 395 and local routes to the project site.

Would the project:

- a) *Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?*

Less than significant. Construction activities would involve the use of hazardous materials, such as fuels, gasoline, and oil. The State of California Department of Toxic Substances Control (DTSC) is the administering agency and the Certified Unified Program Agency (CUPA) for Mono County with responsibility for regulating hazardous materials handlers, hazardous waste generators, underground storage tank facilities, above ground storage tanks, and stationary sources handling regulated substances. A Hazardous Materials Business Plan (HMBP) is required of businesses in Mono County that handle, use, generate, or store hazardous materials. In addition to the HMBP, the Commercial Cannabis Operations Permit conditions require a storage plan for pesticides.

The project would be required to comply with existing laws and regulations regarding the transportation, use, and disposal of hazardous materials. These regulations are specifically designed to protect public health and the environment and must be adhered to during project construction and

operation. Because the project would comply with applicable regulations, the impact would be less than significant.

- b) *Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?*

Less than significant. Mono County regulates cannabis use of pesticides and growing chemicals by storage and use requirements. In addition, the Certified Unified Program Agency protects public health and the environment from hazardous material use through storage requirements and measures to contain accidental releases, proper handling and disposal requirements, and disclosure of operations involving hazardous materials to the county and fire protection agencies to ensure proper response if accidents occur (e.g., spills and fires).

The use of restricted pesticides on cannabis cultivation is prohibited. Harvested cannabis is required to be tested for harmful constituents prior to retail sale. Existing regulation and programs described above would limit the potential for exposure of people and the environment to hazardous materials. This impact would be less than significant.

- c) *Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?*

No impact. The project would not emit hazardous emissions or handle acutely hazardous material. The project is not located within one-quarter mile of an existing school. The nearest schools, Coleville High School and Antelope Valley Elementary School are 4.6 miles from the project site.

- d) *Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?*

No impact. The project area is not within a site listed as a hazardous material site pursuant to Government Code section 65692.5.

- e) *For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard or excessive noise for people residing or working in the project area?*

No impact. The project area is not within an airport land use plan or within two miles of a public use airport.

- f) *Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?*

No impact. Mono County has adopted an Emergency Operations Plan (EOP), which designates Highway 395 as a primary evacuation route. The proposed project would not impair the implementation of or physically interfere with the county's adopted emergency response or evacuation plan.

- g) *Expose people or structures, either directly or indirectly, to significant risk of loss, injury or death involving wildland fires.*

Less than significant. The project area is within an area of moderate wildfire risk and may expose people and structures to risk of loss, injury, or death. A discussion of specific wildfire risks and applicable regulations is included in Section 4.20— Wildfire of this Initial Study.

4.9.1 Mitigation Measures

No mitigation measures are proposed.

4.10 Hydrology and Water Quality

Would the project:

- a) *Violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or ground water quality?*

Less than significant. The proposed project has potential to degrade water quality through temporary construction and long-term operation of the facility. Site leveling or grading would result in the removal of vegetation that would temporarily increase soil exposure to wind and water and reduce the local soil resistance to erosion during rainfall events. Stormwater runoff from the site could affect water quality within Highland Ditch, a tributary to the West Walker River. Because the project would disturb more than 1 acre of soil, it would be subject to the typical restrictions and requirements that address erosion and runoff under the State Water Resource Control Board (SWRCB) Stormwater Construction General Permit, which includes the preparation and implementation of a SWPPP to minimize site erosion and indirect effects to water quality. The project would incorporate effective BMPs, including minimization of vegetation removal and installation of temporary erosion and sediment controls that would reduce erosion and stormwater runoff effects. In the long-term, site drainage will be directed through a series of constructed swales to a stormwater detention basin located west of the graded pad containing the indoor cultivation building that allows infiltration and minimizes impacts to water quality and flow into Highland Ditch. The project would not violate any water quality standards or waste discharge requirements during construction.

Long-term cultivation operation and maintenance has the potential to discharge fertilizers, pesticides, and other chemicals to surface waters or groundwater. The SWRCB has developed a policy for water quality control to establish principles and guidelines for cannabis cultivation, as well as the Cannabis General Order (SWRCB Order WQ 2019-0001-DWQ). The Cannabis General Order includes enforceable requirements for cannabis cultivators to ensure their operations do not impact water resources. Enrollment in the Statewide Cannabis General Order is required for all legal cannabis cultivation facilities and is a required step to obtaining license for cannabis cultivation. To obtain coverage under the waiver or enroll under the General Order, the discharger is required to submit an online application and application fee and relevant technical reports. At a minimum, the applicant would be required to provide a site management plan, nitrogen management plan, and site closure report.

The proposed project has also obtained the appropriate permits from the Mono County Environmental Health Department for installation of a septic system meeting the requirements of Mono County and the Lahontan Basin Plan. Because applicable state and local regulations require water quality control measures for construction and operation of the project, this impact would be less than significant.

- b) *Substantially decrease groundwater supplies or interfere substantially with groundwater recharge, such that the project may impede sustainable groundwater management of the basin?*

Less than significant. In general, site runoff flows east to west and typically infiltrates, providing for groundwater recharge. Post-construction runoff from cultivation activities will be kept to a minimum through maximum conservation efficiency. The indoor operation utilizes computerized monitoring to keep runoff to an absolute minimum. Year-round indoor cultivation will use up to 2,600 gallons per day at maximum operations, or 2.9-acre feet per year, based on industry standards for indoor cannabis growth at maximum operations. ~~The outdoor cultivation would use a maximum of 4,000 gpd for a 240 day growing season, approximately 29.5 acre feet per year. The total project demand is estimated as 33.4 acre feet per year.~~

Outdoor cultivation utilizes raised beds with mulch-covered drip tapes to maximize water usage by avoiding runoff and minimizing evaporation. Outdoor seasonal demand will be kept to 4,000 gallons per acre per day with peak usage occurring July-September. Usage during the months of May and June are estimated at half of peak amount. ~~These amounts constitute approximately 1% of the available water from the existing well/pump (Sierra High CUP application, 2021).~~

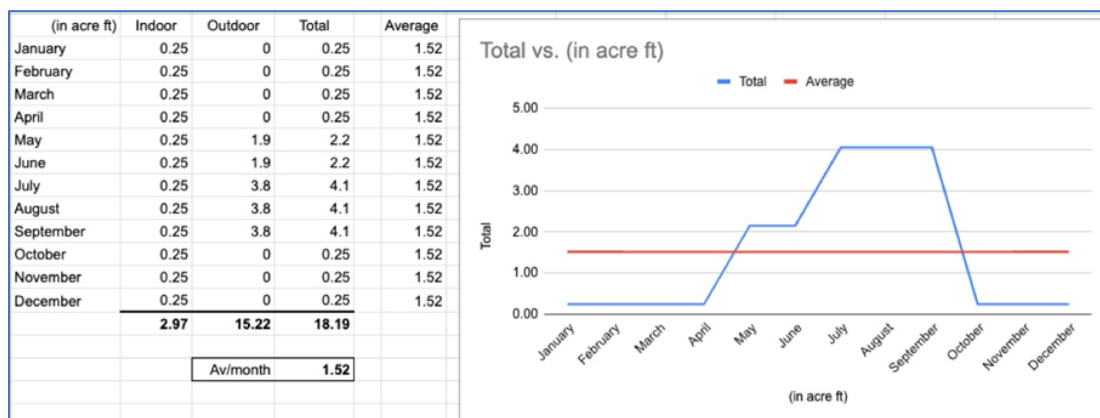


Figure 4-2. Estimated Water Use per Year
(Information provided by Sierra High Farms)

The Department of Water Resources prioritizes groundwater basins based on the sustainability of groundwater use. Antelope Valley (6-007) is ranked as Very Low priority basin for low population and groundwater use. The estimated total of groundwater recharge for the Antelope Valley was between 15,600 AF and 22,800 AF per the 2014 Feasibility Assessment of a Water Transactions Program in the Walker River Basin (Carroll and Pohll 2013). Based on the projected water demand of 18.13-acre feet per year; the proposed project will have less than a significant impact on groundwater supplies.

To offset impacts to infiltration and groundwater recharge from an increase in impervious surface area associated with the indoor cultivation facility, constructed swales will serve to direct flows around the indoor cultivation pad and into a detention basin designed to capture the 25-year storm event and allow for stormwater infiltration and groundwater recharge. With the implementation of the drainage swales and stormwater detention basin, impacts to groundwater recharge are less than significant.

- c) *Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river or through the addition of impervious surfaces, in a manner which would:*

i) *result in substantial erosion or siltation on- or off-site;*

Less than significant with mitigation. Site leveling or grading would result in the removal of vegetation that would temporarily increase soil exposure to wind and water and reduce the local soil resistance to erosion during rainfall events. Stormwater runoff from the site could affect water quality within Highland Ditch, a tributary to the West Walker River. Because project grading would result in greater than 1 acre of soil disturbance, the project is subject to the SWRCB's Construction General Permit, which includes the preparation and implementation of a SWPPP that would minimize site erosion and indirect effects to water quality. The project would incorporate effective BMPs, including minimization of vegetation removal and installation of temporary erosion and sediment controls that would reduce erosion. Upon project completion, all temporarily disturbed areas would be re-seeded in adherence to Mitigation Measure WQ-1.

ii) *substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site;*

Less than significant. In general, the site drains via sheet flow east to west. Water that does not infiltrate and provide for groundwater recharge, discharges to the Highland Ditch. To offset the reduction in infiltration from an increased in impervious surface area associated with the indoor cultivation facility and associated infrastructure, a four-foot-wide constructed drainage swale will direct flows around the indoor cultivation pad and into a detention basin designed to capture the 25-year storm event and allow for stormwater infiltration, groundwater recharge, and sediment capture. Implementation of the drainage swales and stormwater detention basin allows for groundwater recharge and sediment retention, the project would not substantially increase the rate of surface runoff that would result in flooding on or off site.

iii) *create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff; or*

Less than significant. Runoff from the site is kept to a minimum through maximum conservation efficiency. The indoor operation utilizes computerized monitoring to keep runoff to an absolute minimum. Year-round indoor cultivation will use less than 2,600 gallons per day at maximum operations. Outdoor cultivation utilizes raised beds with mulch-covered drip tapes to maximize water usage by avoiding runoff and minimizing evaporation. Increases to surface runoff from increased impervious surfaces associated with the indoor cultivation facility pad will be directed through constructed swales to a stormwater detention basin. The proposed project would not contribute runoff that would cause the capacity of the planned stormwater drainage system to be exceeded.

iv) *Impede or redirect flood flows?*

Less than significant. The project site is located within an area with minimal flood risk as identified on FEMA flood maps (see Figure 4 in Appendix A), and therefore, would not have potential to impede or redirect flood flows.

- d) *In flood hazard, tsunami, or seiche zones, risk release of pollutants due to project inundation?*

Less than significant. The project site is located within an area with minimal flood risk as identified on FEMA flood maps (see Figure 4 in Appendix A). The project area is not located in an area with substantial risk of dam failure, tsunami, or seiche.

- e) *Conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan?*

No impact. The project is located in the Antelope Valley Groundwater Basin which is prioritized as 'Very Low' by the California Department of Water Resources. No groundwater management plan exists for the Antelope Valley Groundwater Basin.

4.10.1 Mitigation Measures

WQ-1. Reseeding of Disturbed Areas

Directly following construction, disturbed areas shall be reseeded with a certified weed-free seed mix comprised of locally sourced native plant materials. Seeded areas shall be watered as needed until fully established. ~~WQ-1. Reseeding of Disturbed Areas: Directly following construction, disturbed areas shall be reseeded with a certified weed-free seed mix. Seeded areas shall be watered as needed until fully established.~~

4.11 Land Use and Planning

Would the project:

- a) *Physically divide an established community?*

No impact. The project is located in a rural area in the vicinity of established communities in Antelope Valley. The project is located between Topaz Heights and residences along Topaz Lane. The existing rural neighborhoods and clusters of large lot agricultural residences, lacking identifiable boundaries. The project does not create a physical barrier to access for the established community and ~~The project~~ would not physically divide an established community.

- b) *Cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?*

Less than significant. The project site is within the Agriculture land use designation, which is intended to preserve and encourage agricultural uses and provide for the orderly growth of activities related to agriculture. The project is subject to the county's cannabis use and operations permit process and relevant requirements.

Topaz Heights is a local place name describing the rural residential area of northern Antelope Valley within Douglas County, Nevada. Topaz Heights is commonly considered part of the rural communities and neighborhoods within Antelope Valley. In the Douglas County Master Plan adopted in 2020 the Antelope Valley Community Plan describes a Vision Statement for Antelope Valley:

“Antelope Valley will remain a very low-density rural community focused on providing access to public lands, the Walker River, and other recreational use areas.”

The Antelope Valley Community Plan area of Douglas County is comprised of 95% Forest and Range and Agricultural land use designations. Similar to the Agriculture designation of the Mono County General Plan Land Use Element the Forest and Range land use designation allows expanded agricultural and commercial uses with a use permit, single family dwellings as permitted uses.

4.11.1 Mitigation Measures

No mitigation measures are required.

4.12 Mineral Resources

Would the Project:

- a) *Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?*
- b) *Result in the loss of availability of a locally- important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan?*

Less than significant. Mono County contains mineral resources and aggregate mining activity is present in Antelope Valley. The project is located in an area designated as MRA-1 by the 2001 General Plan Master Environmental Assessment (MEA). MRA-1 designates areas where adequate information indicates that no significant mineral deposits are present, or where it can be judged that there is little likelihood for their presence. There are no official Mineral Land Classification Studies published by the Department of Conservation for Mono County. The Agriculture land use designation allows for mineral exploration with a use permit but does not allow for mineral extraction or mining without a land use designation change to Resource Extraction (RE). Based on the Mono County Mineral Resource Classification of MRA-1 for the proposed project area, the potential impact to mineral resources of state or local importance is less than significant.

4.12.1 Mitigation Measures

No mitigation measures are required.

4.13 Noise

Would the project:

- a) *Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?*

Less than significant. There are no noise-sensitive areas (e.g., residences, schools, hospitals, rest homes, long-term medical or mental care facilities, and other uses deemed noise-sensitive by the local

jurisdiction, such as libraries or places of worship) located near the project area. The project area is located approximately 1,700 feet from the nearest receptor; a residence located to the northeast.

Mono County Code 10.16 defines limits for excessive noise and sets noise level limits for land use. The limit set by ordinance for agricultural uses per 10.16.060 (A) is 65dBa (A-weighted unit of sound pressure level as measured at the property boundary). Construction noise is not allowed between 7:00 pm and 7:00 am on weekdays or on weekends, per County Code.

The primary source of noise from the project is temporary construction noise and operation of the on-site propane generator. Minor sources of noise include gas powered vehicles, agricultural equipment, and tool use. The project proposes up to four propane gas generators, one for each indoor cultivation building. The proposed generators would be located within enclosures as part of the cultivation building. The location of generators within enclosures and the location of proposed cultivation buildings approximately 150 feet from the property line are project features which reduce the noise impacts at the property boundary and to sensitive receptors. With the installation of the power line connection to Liberty Utilities, generator use would be reduced to emergency backup only.

b) Generation of excessive groundborne vibration or groundborne noise levels?

Less than significant. The project will not generate excessive groundborne vibration or groundborne noise levels. Construction will not require pilling or other construction methods that generate significant groundborne vibration.

c) For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?

The project area is not located within the vicinity of a private airstrip or within two miles of a public airport. There are no public airports in northern Mono County; the nearest public airport in Mono County is 27 miles away in Bridgeport (Bryant Field). The project would not expose those working or residing near the project area to excessive noise levels from airport operations.

4.13.1 Mitigation Measures

No mitigation measures are proposed.

4.14 Population and Housing

Would the project:

- a) Induce substantial unplanned population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?*
- b) Displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere?*

Less than significant. The project does not include construction of new housing and would not directly cause population growth. The project extension of electrical power would be to serve the project property only.

Per the 2020 Census, the population of Mono County is 14,395, with an unincorporated population of 6,132. The population of Antelope Valley (Coleville, Topaz, and Walker) is 1,402. In Antelope Valley, there were 842 housing units as measured by the 2017 Housing Needs Assessment. Housing availability within Antelope Valley was impacted by the Mountainview Fire in 2020, which damaged or destroyed approximately 100 housing units.

The General Plan directs the location and density of future population and housing across the unincorporated area. The Agriculture (AG) land use designation and the allowance of cannabis cultivation by the General Plan considers the contribution to employment and population growth of the use. The project proposes no changes that would indirectly allow growth exceeding General Plan densities on other properties.

The project would generate eight full time employees and up to seven (7) temporary-part time employees for the indoor cultivation operation. The outdoor cultivation is expected to create up to eight (8) seasonal employees at build-out. Employee housing is not proposed as part of the use permit project. It is anticipated that farm labor housing would be established on the project property for employees as-needed. Farm labor housing and single-family dwellings are allowed uses in the Agriculture land use designation subject to county building requirements.

The project would not displace people or housing. The subject property is open, undeveloped land without existing dwelling units.

4.14.1 Mitigation Measures

No mitigation is proposed.

4.15 Public Services

Fire protection is provided by the Antelope Valley Fire Protection District (AVFPD). The District is staffed by volunteers and the nearest fire station is the Coleville Station located on Larson Lane approximately three miles from the project site.

The Mono County Sheriff's Office provides law enforcement service to unincorporated Mono County, including Antelope Valley. The nearest sheriff's office is located in Bridgeport, approximately 40 miles from the project site.

The project is located within the Eastern Sierra Unified School District, which serves unincorporated Mono County. Antelope Elementary and Coleville High are local schools serving students within Antelope Valley.

The nearest recreation facility is Walker Community Park located in Walker, California.

Would the project:

- a) *Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the:*

i) *Fire Protection?*

Less than significant. In general, fire protection related activities include plan review, site/structure inspections, fire code enforcement, fire preparedness/prevention education, fire suppression, and hazardous material/emergency response. The project would not extend the service areas associated with AVFPD. The project includes a water supply for fire protection based on a well and static water storage. The existing well has capacity to provide a minimum fire protection water supply based on the type and square footage of the proposed buildings. Emergency access to and within the site is required to meet State Fire Safe Regulations and Mono County development standards. There would be no need for new or physically altered governmental facilities.

ii) *Police protection?*

Less than significant with mitigation. Cannabis cultivation may present an increased risk of criminal activities, such as theft of product. State Commercial Cannabis Regulations (Business and Professions Code 26013,26030) require video surveillance, professional alarm systems, and access control to areas of cannabis products. Mono County Code 5.60 and the Commercial Cannabis Development Standards (13.070 L) require review and approval of a security plan by the Sheriff's Office as a condition of the Cannabis Operations Permit. The indoor and outdoor cannabis cultivation areas are not located near public streets. Mitigation measure PS-1 would require review and approval of a security plan consistent with State law and County Code. With mitigation there would not be a substantial effect on police protection associated with implementing the project.

iii) *Schools?*

Less than significant. The project would result in an increase of employment opportunities in Antelope Valley, which may cause a minimal increase in the student population for local schools. Enrollment for Antelope Elementary and Coleville High are 130 and 72 students respectively and there is adequate capacity to serve projected enrollment. There would be a less than significant impact.

iv) *Parks?*

No Impact. The project would not provide any new structures that could result in a substantial increase in residents or employees or necessitate new or expanded park facilities. Therefore, there would be no impact.

v) *Other public facilities?*

No Impact. No other public facilities in the project area could be affected by implementation of the project.

4.15.1 Mitigation Measures

PS-1 Security Plan

Mono County shall require a site security plan which details measures to prohibit unauthorized access to commercial cannabis buildings and cultivation areas. The plan shall include proposed improvements and operations consistent with County Code 5.60.130 D including limited access areas, security lighting, video systems, and storage to prevent diversion, theft, and loss. The Mono County Sheriff's Office shall review and approve the security plan prior to issuance of the cannabis operation permit.

4.16 Recreation

Would the project:

- a) *Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?*

Less than significant. The project would generate minimal new employment and new residents in Antelope Valley; however, the nearest developed recreation facilities are located at the Walker Community Park.

- b) *Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?*

No impact. No recreation facilities are proposed as part of the project. The project would not cause the need to expand existing recreation facilities.

- c) *Is the project located within a Community Service Area (CSA) or recreation and park district with a Community Parks and Recreation Plan (Quimby fees)?*

No impact. The project is not located within a CSA or recreation and park district with Quimby fees.

4.16.1 Mitigation Measures

No mitigation measures are required.

4.17 Transportation

The project is accessed from Eastside Lane, a low volume, rural collector, and County maintained road. From Eastside Lane, an existing private road serves the project as a shared access with agricultural uses along the Highline Ditch to the north of the project site. This private road follows the California/Nevada border northwest from Eastside Lane. The road is unofficially called "Stateline Road" by users and is not named by Mono County. A section of Stateline Road crosses a separate private parcel owned by the proponent, APN 001-150-005, between the project site and Eastside Lane. The project site will not be open to the public due to access control and security measures to prevent unauthorized access.

US Highway 395 is the principal arterial route to and through Mono County and Antelope Valley. Highway 395 is a state route maintained by Caltrans, District 9. Within Antelope Valley, Highway 395 is

primarily a two-lane highway with limited passing lanes near Coleville. Highway 395 connects to local routes, Topaz Lane, Larson Lane, and Eastside Lane, which are the primary local roads in Antelope Valley.

Eastside Lane is a low volume, rural collector that connects northern Antelope Valley and Wellington Hills\Topaz Heights to Highway 395. Eastside Lane extends along the eastern edge of Antelope Valley from the intersection with Highway 395 in Walker and into Douglas County, Nevada. In addition to serving large lot residences, the road serves agricultural and open space recreation uses. The road is two lanes with asphalt surface from Topaz Lane to US 395. The surface is native material north from Topaz Lane. Topaz Lane provides the most direct access from the project site to Highway 395. Topaz Lane is a paved two-lane rural road from Highway 395 to Eastside Lane.

The project is in the vicinity of local roads Stateline Road and Fence Line Road The project would use the portion of Stateline Road from Eastside Lane to the user permit area. The project would not use Fenceline Road north of the project site for primary access. Stateline Road is used to access Fence Line Road and residences in Douglas County, Nevada. Stateline Road and Fenceline Road are approximately 12 feet travelled way.

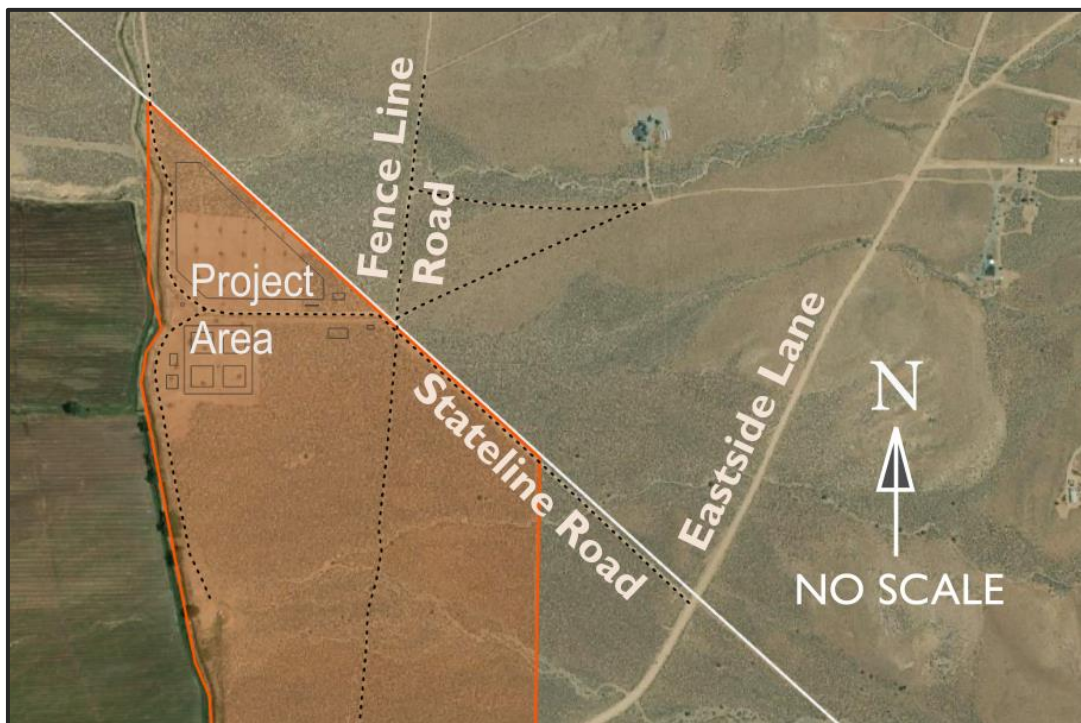


Figure 4-3. Local Roads Map

Eastside Lane and Topaz Lane are classified by the Mono County Regional Transportation Plan (RTP) as existing and planned Class II and Class III bicycle routes. Roads in Antelope Valley do not have sidewalks. Transit services are provided by Eastern Sierra Transit Authority (ESTA), a regional transit operator serving Mono and Inyo Counties. The ESTA operates a local Dial-A-Ride service for trips within Antelope Valley. Service is available along the Reno-Lone Pine route for trips along the 395-corridor including to Gardnerville and Bridgeport. The demand for transit services is within the capacity of the existing

services. The project has access to rural roads and established bike routes which connect to transit in Coleville and Walker.

Would the project:

- a) *Conflict with a program, plan, ordinance, or policy addressing the circulation system, including transit, roadway, bicycle and pedestrian facilities?*

Less than significant. The project is located in remote Antelope Valley and would not require construction or redesign of the existing transportation network. The project would not conflict with any RTP or General Plan Circulation Element policies.

- b) *Would the project conflict or be inconsistent with CEQA Guidelines section 15064.3, subdivision (b)?*

Less than significant. On July 5, 2022, the Mono County Board of Supervisors adopted Ordinance 22-06 establishing Vehicle Miles Travelled (VMT) screening criteria and thresholds of significance for evaluation of VMT impacts in compliance with CEQA. The thresholds are consistent with State policy and guidance.

The project would generate trips associated with construction and operation. Temporary construction trips would include equipment and material hauling and worker trips. Phases 1 & 2, indoor cultivation, would employ eight (8) full-time employees and up to seven (7) part time employees. Phase 3, outdoor cultivation would employ between 4 and 8 seasonal employees 16 part-time seasonal employees at build-out. Peak employee population is 23 employees. The peak employee population would be during the month of September at 23 employees. From October to April the employee population would be 15 employees. This analysis assumes trips based on peak seasonal employment month of September, during periodic indoor and seasonal outdoor harvesting and processing; employees would not live onsite and would commute to work each day. The proposed project is estimated to generate up to 100 vehicle/truck trips per day during Phase 3 peak seasonal employment.

- 926-employee vehicle trips (estimate of four trips per day per employee; two trips for commuting to work, and two trips during lunch hour),
- Two trips for the import of agricultural materials and supplies needed for the cultivation operation (1 in/1 out), and
- Two trips for the export of unprocessed cannabis plants/flower (1 in/1 out).
- Two trips for propane delivery (1 in/1 out)
- Two trips for non-storefront retail delivery (1 in/1 out)

Employees are presumed to be from the local Mono County population and would not cause significant additional traffic in the area or vehicle miles traveled (VMT). The estimated vehicle trips from the proposed project are not anticipated to cause a significant increase in traffic or require changes to any roadways, public transit, or pedestrian/bicycle facilities.

The estimated vehicle trips assume that all employees commute to the project site. The agriculture land use designation allows single family dwellings and farm worker housing as allowed use by right. These uses are allowed but not proposed as part of the project. No reductions were made to trip generation analysis or VMT for employees residing at the project property in primary or accessory dwelling units or farm labor housing as allowed by the General Plan.

The project trip generation of 100 daily trip ends is less than the county adopted screening criteria for Small Projects of 237 daily unadjusted trip ends. Per Mono County Ordinance 22-06, the increase in VMT of the project would be less than significant.

- c) *Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?*

Less than significant. The project does not require construction of new road facilities. The driveway intersection with Eastside Lane has gentle slopes and adequate site distance and would not cause a substantial increase in hazards due to the design. An encroachment permit is required for any improvements to Eastside Lane to confirm that the access driveway meets engineering design standards. Access to the site is designed for turnaround and turnout improvements to meet County Development Standards and CalFire Fire Safe Regulations for emergency evacuation.

- d) *Result in inadequate emergency access?*

Less than significant. Emergency access to the property is along private "Stateline Road" from Eastside Lane. The length of the access from Eastside Lane to the proposed project site is approximately 2,900 feet. The existing access is a single lane of 12-18 feet wide. There is adequate area available for access improvements, CalFire Fire Safe Regulations and Mono County General Plan [Chapter 22 - Development Standards](#) that require improvements to and prescribe design standards for emergency access. The project site plan proposes a 48-foot outside diameter emergency access turnaround and turnouts every 400 feet consistent with requirements. [Required improvements to Stateline Road would improve access conditions to Fenceline Road. The project does not propose changes that would result in significant impacts to emergency access to the project site or roads in the vicinity.](#)

4.17.1 Mitigation Measures

No mitigation measures are required.

4.18 Tribal Cultural Resources

Would the project:

- a) *Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:*
- i) *Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k), or*
 - ii) *A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision I of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision I(c) of Public*

Resource Code Section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe?

Less than significant with mitigation. AB 52 was enacted on July 1, 2015 and establishes that “a project with an effect that may cause a substantial adverse change in the significance of a tribal cultural resource is a project that may have a significant effect on the environment” (Public Resources Code Section 21084.2). It further states that the lead agency shall establish measures to avoid impacts that would alter the significant characteristics of a tribal cultural resource when feasible (PRC Section 21084.3).

Public Resources Code Section 21074 (a)(1)(A) and (B) defines tribal cultural resources as “sites, features, places, cultural landscapes, sacred places, and objects with cultural value to a California Native American tribe” and meets either of the following criteria:

- Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k), or
- A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. In applying these criteria, the lead agency shall consider the significance of the resource to a California Native American tribe.

AB 52 also establishes a formal consultation process for California cities, counties, and tribes regarding tribal cultural resources. Under AB 52, lead agencies are required to “begin consultation with a California Native American tribe that is traditionally and culturally affiliated with the geographic area of the proposed project.” Native American tribes to be included in the process are those that have requested notice of projects proposed within the jurisdiction of the lead agency. As a lead agency, Mono County provided notice to Native American tribes and contacted the California Native American Heritage Commission consistent with General Plan Action 22.A.5.b.

Action 22.A.5.b. Implement procedures for consulting with local Native American groups and with the California Native American Heritage Commission to ensure that federal and state requirements concerning the preservation and protection of Native American remains are met. Integrate consultation procedures with CEQA requirements.

The purpose of the consultation is to determine whether a proposed project may result in a significant impact to tribal cultural resources that may be undocumented or known only to the tribe and its members. As set forth in Public Resources Code Section 21080.3.1(b), the law requires:

“Prior to the release of a negative declaration, mitigated negative declaration, or environmental impact report for a project, the lead agency shall begin consultation with a California Native American tribe that is traditionally and culturally affiliated with the geographic area of the proposed project if: (1) the California Native American tribe requested to the lead agency, in writing, to be informed by the lead agency through formal notification of proposed projects in the geographic area that is traditionally and culturally affiliated with the tribe, and (2) the California Native American tribe responds, in writing, within 30 days of receipt of the formal notification, and requests the consultation.”

The project area is located within the ancestral territory of the Washoe Tribe of Nevada and California, and Kutzadika Tribes. The project site has historical use for livestock grazing, road access for agriculture and irrigation. Other non-historical cultural uses may have occurred at the project site and in the surrounding vicinity. The project site is vacant except the existing well, septic system, and portable water tanks.

A Cultural Resources Assessment was prepared by Great Basin Consulting Group, LLC that included literature and Sacred Lands File searches as well as an intensive-level pedestrian survey over 18 acres encompassing the project site.

The report notes that no cultural resources have been previously recorded within the project area. The survey discovered one artifact, a horseshoe, which is determined not to be a significant resource. The report concludes that no newly identified prehistoric or historic-era resources were documented during the pedestrian survey (Great Basin Consulting Group, 2022).

Tribal consultation pursuant to AB 52 was initiated on April 19, 2022, with the Washoe Tribe of Nevada and California and Kutzadika tribes. No responses were received from these entities requesting initiation of consultation under the provisions of AB 52. Results from the pedestrian survey and associated record search did not identify any prehistoric or historic archaeological sites, ethnographic sites, or historic era-built environment resources on the project site (Great Basin Group, 2022).

However, there remains the possibility that tribal cultural resources could exist in the area and may be uncovered during project development. To prevent potential impacts to unknown tribal cultural resources at the project site, an inadvertent discovery protocol is included as Mitigation Measures CR-1 and CR-2 (see Section 4.5 – Cultural Resources). With the proposed mitigation measure, the project will not cause a substantial adverse change in the significance of a tribal cultural resource. Therefore, the proposed project would result in a less-than-significant impact with mitigation incorporated.

4.18.2 Mitigation Measures

Tribal cultural resources mitigation measures are the same as Cultural Resources mitigation measures (Section 4.15).

CR-1 Discovery of Cultural and Tribal Resources

CR-2 Discovery of Human Remains

4.19 Utilities and Service Systems

Available public utilities and services are limited to serve the project area due to the remote location. Existing systems include a well installed in 2021 to provide water for domestic and fire protection. A septic system with a 1,500-gallon holding tank and 190' of leach line is permitted and partially installed to serve the first indoor cultivation building, lab, and shop. A second septic system is permitted by the Mono County Health Department and may be installed to serve subsequent phases of the project. During the first two phases of the project electrical power will be provided on-site by propane generators.

Water

Water supplies are from an onsite well. The well was constructed in 2022 and can produce 100 gallons per minute. Well water is to be pumped to the tank house and storage tanks on the east side of the project site. From the tank house, water lines will distribute water to buildings and the outdoor cannabis cultivation area.

The project is located in the Antelope Valley Groundwater Basin, which is prioritized as Very Low by the California Department of Water Resources. No groundwater management plan exists for the project area and sufficient groundwater supplies are available to serve the project.

Wastewater

The installed and proposed on-site wastewater treatment systems are sited, designed, or permitted in accordance with Mono County Health Department and Lahontan Regional Water Quality Control Board (LRWQCB) requirements. There are no impacts to community wastewater systems.

Solid Waste

Mono County Public Works provides solid waste services at county landfills. The project is located 4.5 miles from the Walker Landfill and Transfer Station. There are no solid waste hauling services available in Antelope Valley and the project would transport solid waste to the Walker Landfill and Transfer Station. The facility provides for disposal of construction and demolition waste, household waste, recycling, green waste, and electronic waste. There is adequate capacity available at the Walker Landfill of greater than 15 years (Preliminary Closure and Post closure Maintenance Plan for the Walker Landfill, 2002).

The project's waste generation will be composed of agricultural refuse and cannabis waste. The solid waste will be transported to Walker Landfill for disposal. Vegetative materials will be composted on-site in accordance with DCC regulations CCR 17223.

Utilities

Liberty Utilities provides electrical power service to Antelope Valley. The project would provide electrical power by on-site propane generators as part of Phases 1 and 2. Phase 3 includes construction of above-ground utilities on and off site to connect to Liberty Utilities. The nearest connection to the Liberty Utilities grid is approximately 1.6 miles from the project site at the intersection of Eastside Lane and Topaz Lane.

There are telecommunications services available from Frontier and local internet service providers. Communications are proposed to be collocated with the proposed power installation connecting to Liberty Utilities with project Phase 3.

Would the project:

- a) *Require or result in the relocation or construction of new or expanded water, wastewater treatment or storm water drainage, electric power, natural gas, or telecommunications, the construction or relocation of which could cause significant environmental effects?*

Less than significant impact. The project will result in the construction of a new groundwater well (obtained November 16, 2021) and new on-site septic system (obtained February 11, 2022) as permitted by the Mono County Health Department.

During Phases 1 and 2, the project electricity will be supplied by propane generators as there are no natural gas connections. If feasible, the project may connect to Liberty Utilities via 1.6 miles of overhead line located along the road shoulder in Phase 3. The route of inter connection would run north along Eastside Lane from the intersection of Topaz Lane to the subject property.

Mono County General Plan Development Standards Chapter 11 prohibits placement of new above ground utilities generally except that individual development may be granted a use permit to install overhead utility lines. As part of the use permit for the project, the requested to install overhead utility lines in accordance with 11.010 D will be presented. To approve the use permit for overhead utility lines the project must meet one of four findings in addition to standard use permit findings.

Included in these findings is the exclusive purpose of the overhead utility line is to serve an agricultural operation and the placement will not significantly disrupt the visual character of the area. The commercial cannabis use is an allowed agricultural use with a permit in the AG land use designation. Extending overhead utility lines within the AG land use designation is consistent with the finding that the utility serves agricultural use exclusively. The proposed location of the overhead utility line is the most reasonable route to connect to the existing electrical power distribution system at the intersection of Topaz Lane and Eastside Lane. Power and telecommunications would be co-located on the proposed poles to reduce overall overhead poles and lines. There is no feasible alternative siting of the utility to serve the project due to distance to distribution and lack of utility easements across private property to the west.

The generally flat topography and low upland shrubs would not provide visual screening of new overhead utilities. The proposed 1.6 miles of new overhead utility lines would be installed along rural roads and agricultural land in the vicinity of Topaz Lane where overhead utility lines currently exist and do not disrupt the visual character of open space and agricultural uses. The portion of the new utility that would be immediately visible within the Eastside Lane right-of-way is approximately 0.8 miles. The final 0.8 miles of new utility would be located on the project property separated from Eastside Lane between 600-2,400 feet reducing the visibility of the overhead utility from the road. The proposed project is consistent with the purpose and findings of Development Standards Chapter 11 policies to reduce significant environmental impacts of new overhead utility lines. The proposed new overhead utility line would have a less than significant impact to aesthetics.

- b) *Have sufficient water supplies available to serve the project and reasonably foreseeable future development during normal, dry, and multiple dry years?*

Less than significant impact. Water supplies are from an onsite well. The well was constructed in 2022 and can produce 100 gallons per minute (144,000 gallons per day). Well water is to be pumped to the tank house and storage tanks on the east side of the project site. From the tank house, water lines will distribute water to buildings and the outdoor cannabis cultivation area.

Year-round indoor cultivation will use less than 2,600 gallons per day at maximum operations. Outdoor cultivation utilizes raised beds with mulch-covered drip tapes to maximize water usage by avoiding runoff and minimizing evaporation. Outdoor seasonal demand will be kept to 4,000 gallons per acre per day. ~~These combined amounts constitute approximately 5% of the available water from the existing well/pump the total water use of the project is estimated by the applicant to be 2.6 acre\feet per year (Sierra High CUP application, 2021).~~

The Antelope Valley Groundwater Basin is identified as Very Low by the by the California Department of Water Resources. The estimated total of groundwater recharge for the Antelope Valley was between 15,600 AF and 22,800 AF per the 2014 Feasibility Assessment of a Water Transactions Program in the Walker River Basin (Carroll and Pohll 2013). Based on the projected water demand of 18.13-acre feet per year, the proposed project will have less than a significant impact on groundwater supplies. There is sufficient groundwater supplies in the Antelope Valley to serve the project.

The estimated total of groundwater recharge for the Antelope Valley was between 15,600 AF and 22,800 AF per the 2014 Feasibility Assessment of a Water Transactions Program in the Walker River Basin (Carroll and Pohll 2013).

- c) *Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?*

No impact. Wastewater treatment will occur on-site. The project will not impact service commitments of the local wastewater treatment provider.

- d) *Generate solid waste in excess of State or local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals?*

Less than significant impact. There are no solid waste hauling services available in Antelope Valley and the project would transport solid waste to the Walker Landfill and Transfer Station. The facility provides for disposal of construction and demolition waste, household waste, recycling, green waste, and electronic waste. Based on the Preliminary Closure and Post Closure Maintenance Plan for the Walker Landfill (2002), there is adequate capacity available at the Walker Landfill of greater than 15 years.

- e) *Comply with federal, state, and local management and reduction statutes and regulations related to solid waste?*

Less than significant impact. The project will not violate any federal, State, and local statutes and regulations related to utilizes or public services for water, wastewater, electrical power, and solid waste, and a less than significant impact would occur. The project will comply with state and local solid waste regulations and not generate excess waste, a less than significant impact.

4.19.1 Mitigation Measures

No mitigation measures are required.

4.20 Wildfire

The project site is dominated by uniform upland shrubs. The proposed project is near the Moderate fire hazard severity zone as determined by the CalFire Fire Hazard Severity mapping. In 2020, the Mountain View fire burned 20,375 acres, and destroyed or damaged 100 dwellings along Eastside Lane near Walker.

CalFire Fire Hazard Severity Zone (FHSZ) maps classify wildfire hazards for state responsibility area (SRAs). The most recent FHSZ map for Mono County of 2007 identifies the project property as within a Local Responsibility Area (LRA) and not classified for hazard per the FHSZ. The project is adjacent to continuous irrigated pasture lands to the west. FHSZ mapping typically removes agricultural land from classification due to low risk. However, the project site is not flood irrigated and risk classification should reflect hazards of brush fuels that exist on the project site. For property near the project with similar attributes, the FHSZ classification is Moderate.

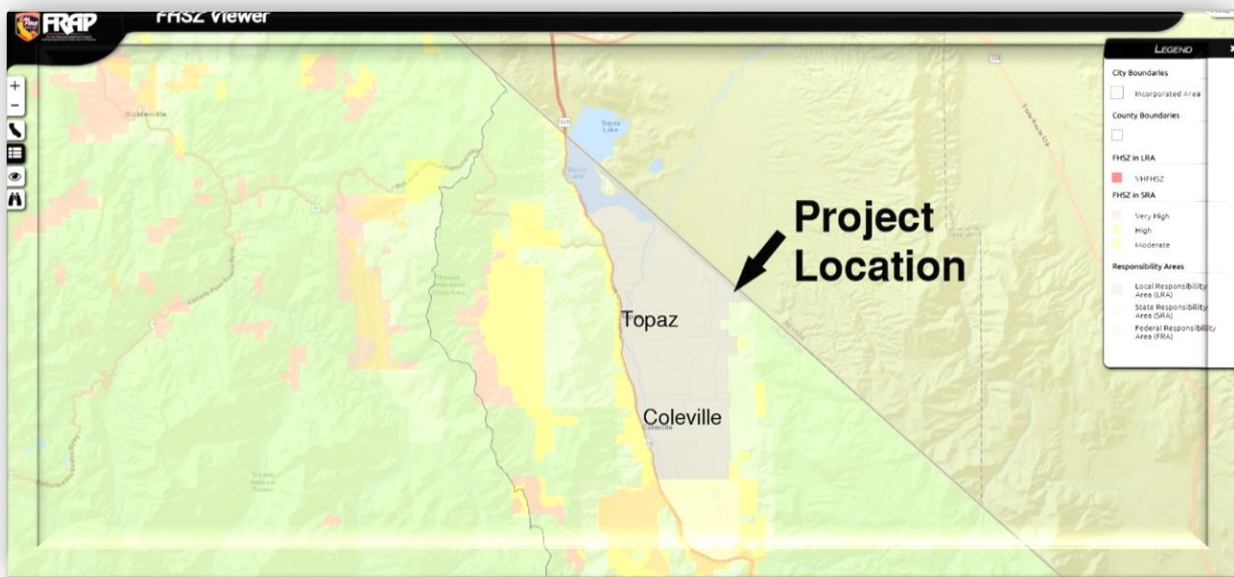


Figure 4-2. FHSZ Map for Project Vicinity

Mono County Community Wildfire Protection Plan (CWPP) is a community specific analysis of wildfire risk and mitigations. The CWPP recommends individual parcel analysis for new development in the Antelope Valley-East Valley area. The project site is bounded by irrigated agriculture to the south and west, the direction of prevailing winds. The irrigated agriculture reduces risk of wildfire spread to the project site. The Highline Ditch and access road is a continuous fuel break along the west boundary of the project site. Project site fuels are moderate risk grasses and shrubs. Existing continuous fuels in the project area will be reduced and fragmented by required defensible space around buildings, the outdoor cultivation area, and by road widening for turnarounds and turnouts.

Would the project:

- a) *Substantially impair an adopted energy response plan or emergency evacuation plan?*

Less than significant. The Mono County Emergency Operations Plan (EOP) of 2012 identifies US Highway 395 as a primary evacuation route. The project has access to US Highway 395 via Eastside Lane and Topaz Lane. The travel distance from the project site to US Highway 395 is 5.2 miles. The proposed project would not impair emergency evacuation capabilities of local routes or US Highway 395.

- b) *Due to slope, prevailing winds, and other factors, exacerbate wildfire risks, and thereby expose project occupants to pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire?*
- c) *Require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment?*

Less than significant with mitigation. Per Mono County Land Development Regulations Chapter 22 and California Fire Safe Regulations, the existing private road and driveway will be required to be improved with an emergency vehicle turnaround and turnouts interspersed every 400 feet for the 2900 feet from Eastside Lane. The proposed access improvements would not exacerbate risk from wildfire.

New above-ground electrical utilities would be installed during Phase 3 along the west and south property boundary and off-site along Eastside Lane. The vegetation along the proposed utility alignment is similar to the project with moderate big sagebrush fuels. California Public Resources Code Section 4292 requires removal of flammable vegetation within a 10' radius of power poles. New utility poles are required to have minimum ground clearances based on electrical codes.

The proposed above-ground powerline would create risk for wildfire ignition from equipment failure or line strikes caused by high winds. The Liberty Utilities Wildfire Mitigation Plan (WMP) classifies wildfire risk based on the designations of Office Energy Infrastructure and CalFire for High Fire Threat Districts (HFTD). The WMP designates Antelope Valley as HFTD-2 and the eastern portion of Antelope Valley as Moderate to identify and prioritize utility wildfire mitigation actions. Per the WMP and project description of 1.6 miles of above ground power lines there is a risk for wildfire ignition due to line impact, animals, and line-to-line faults. Covered conductor applications include insulating or coating power lines. Covered conductor is effective at mitigating several types of ignition drivers such as contact from objects and wire-to-wire contact, as well as reducing other equipment failures. (Liberty Utilities 2022). Liberty Utilities is implementing hardening projects including covered conductor upgrades on distribution lines within Antelope Valley. Mitigation Measure WF-2 would require utility hardening and vegetation management to reduce the risk of wildfire associated with new infrastructure to less than significant.

- d) *Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes?*

Less than significant. There are no major water courses draining to the subject property and improvements are sited away from minor natural drainages.

4.20.1 Mitigation Measures

WF-1 Fire Safe Regulations

Mono County shall require site improvements for access consistent with CalFire Fire Safe Regulations and Mono County General Plan Development Standards Section. Prior to issuance of a building permit the applicant shall submit site improvement plans which describe minimum emergency access, firewater storage and supply, and defensible space in accordance with PRC 4290 and 4291.

WF-2 Overhead Utility Hardening and Vegetation Management

Mono County shall require the above-ground power utility lines and poles to be constructed with features that reduce the risk of wildfire ignition. Above-ground power utility hardening techniques shall be incorporated into the utility design. Examples of design features include covered conductors, tree wire, wider crossarms, metal poles, and hardware upgrades. The applicant shall provide site plans, electrical system design plans and details incorporating hardening techniques to Liberty Utilities and Mono County. Liberty Utilities and Mono County shall approve the above-ground powerline plans prior to construction. The site plan and system design shall include a vegetation management plan for proposed new overhead utilities corridors and new utility poles consistent with PRC 4292 and 4293, Public Utilities Commission General Order 95, and Liberty Utilities Wildfire Mitigation Plan. The applicant shall maintain vegetation to the standard of the vegetation management plan.

4.21 Mandatory Findings of Significance

Based on the analysis undertaken as part of this Initial Study, the following findings can be made:

Would the project:

- a) *Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number, or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?*

FINDING: As concluded in the Aesthetics, Air Quality, Biological, Cultural Resources, Tribal Cultural Resources, and Water Quality sections of this document, the proposed project would result in no impacts or less than significant impacts with mitigation to these resources. The project is compatible with the Mono County General Plan land use designation and its surroundings. Evaluation of the proposed project in this document (Section 4.4 – Biological Resources) has shown that the activities of the proposed project, as mitigated, do not have the potential to degrade the quality of the environment and will not substantially reduce the habitat or cause wildlife populations to drop below self-sustaining levels.

Less than significant Impacts with mitigation is expected.

Also, based on the discussion and findings in Section 4.5 – Cultural Resources, there is evidence to support a finding that the proposed project is not eligible for listing in the NRHP or CRHR under any significance criteria. Although no archaeological deposits or features were found during the Cultural Resources study,

implementation of mitigation measures will ensure that any additional archaeological deposits or features may be discovered are fully protected during implementation of the project.

- b) *Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?*

Following the adoption of commercial cannabis General Plan policies and enabling ordinance Mono County has approved two cannabis cultivation use and operation permits within Antelope Valley. The nearest cannabis cultivation uses to the proposed project are located in Walker, California approximately six (6) miles from the project. There is a less than significant cumulative impact of cannabis cultivation uses because of the distance between the proposed project and existing cannabis cultivation uses. There are no other current or foreseeable development projects in the vicinity to the proposed project which could cause cumulative impacts

- c) *Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?*

As discussed in the various sections throughout this Initial Study, the proposed project would not include a land use that could result in substantial adverse effects on human beings. Mono County General Plan has established regulations for commercial cannabis cultivation to ensure the use does not conflict with the General Plan, its surrounding uses, or become detrimental to the public's health, safety, and welfare. The County's review and permitting process of cannabis facilities and facility operations will ensure that the regulations are fully implemented. Based upon the findings provided in this document, and mitigation measures and standard conditions incorporated into the project, less than significant impacts are expected.

Section 5. Mitigation Monitoring and Reporting Plan

The project will be subject to further codes and regulations, most significantly, Mono County Cannabis Operations permit conditions, Department of Cannabis control license requirements, and the California Building Standards Code. If the project is approved, compliance with these regulatory requirements will be mandatory. All relevant regulatory requirements are not included with the MMRP. The project shall fully comply with the ~~eight (8)~~ 21 mitigation measures proposed to reduce potentially significant impacts. Mono County Community Development Department would be responsible for monitoring and confirming completion of mitigations.

Mitigation Monitoring and Reporting Plan			
Mitigation Measure	Mitigation Monitoring		
	Monitoring Schedule	Responsible Party	Monitoring Procedure
Aesthetics			
<p><u>AES-1: Require Lighting Plans</u></p> <p><u>Project is subject to Chapter 23, Dark Sky Regulations. The Mono County Community Development Department shall confirm that project lighting meets the requirements of County Code Chapter 23 – Dark Sky Regulations. The applicant shall submit plans for lighting describing the location and details of proposed fixtures with building permit application or prior to installation of outdoor lighting.</u></p>	Prior to the issuance of grading, building permits	Applicant, Mono County Community Development Department	Verified upon building inspection
Air Quality			
<p>AQ-1. Odor Mitigation</p> <ul style="list-style-type: none"> • The applicant shall post signs at the property line <u>that provide a 24-hour project contact phone number and</u> County code enforcement phone number in the case of nuisance odors. • The applicant shall report any complaints of nuisance odors to the County within 72 hours of the complaint. • <u>The County shall conduct ambient odor survey at the property boundary and ambient monitoring during annual inspections. Monitoring would include odor surveys using a Nasal Ranger field olfactometer within the Project area and at the property boundary to quantify odor strength at each monitoring location.</u> • <u>If measured cannabis odor exceeds a seven dilution threshold (“DT”) when measured by the County with a field olfactometer at the property line for a minimum of two observations not less than 15 minutes apart within a one hour period.</u> • <u>For indoor cultivation, if the County determines an unreasonable impact, it may require implementation of odor-control filtration and ventilation systems to control odors; Devices and/or techniques incorporated in the building for all indoor cultivation and processing buildings.</u> 	Prior to the issuance of grading, building permits	Applicant, Mono County Community Development Department	Verified upon site inspection

Mitigation Monitoring and Reporting Plan			
Mitigation Measure	Mitigation Monitoring		
	Monitoring Schedule	Responsible Party	Monitoring Procedure
<ul style="list-style-type: none"> <u>For outdoor cultivation, if the County determines an unreasonable impact the County shall require reduction of outdoor cannabis cultivation area to meet 300' buffer to easterly property boundaries.</u> <p>The applicant shall post signs at the property line that provide a 24-hour project contact phone number in the case of nuisance odors. The applicant shall report any complaints of nuisance odors to the County within 72 hours of the complaint.</p>			
<p><u>AQ-2: Dust Control</u></p> <ul style="list-style-type: none"> <u>During construction, dust will be minimized through implementation standard BMPs consistent with CA Stormwater General Construction Permit and will include, but not limited to,</u> <ul style="list-style-type: none"> <u>Minimize the exposed working areas at one time,</u> <u>Covering soil stockpiles when not in actively in use or left overnight, and</u> <u>Use of on-site water for dust control during clearing and grading.</u> <u>Avoid discing and tilling when wind speeds are in excess of 15 miles per hour.</u> <u>Driving speeds will be reduced to slower than 15 mph when on dirt roads within ¼ mile of public highways and residences.</u> 	<p><u>Notice of Intent is to be submitted to LRWQCB 14 days prior to construction activities</u></p>	<p><u>Applicant, Mono County Community Development</u></p>	<p><u>Provide Notice of Intent and site plan to Mono County prior to construction</u></p>

Mitigation Monitoring and Reporting Plan			
Mitigation Measure	Mitigation Monitoring		
	Monitoring Schedule	Responsible Party	Monitoring Procedure
<p>BIOLOGY</p> <p>BIO-1: Nesting Bird Survey</p> <p><u>Regardless of the time of year, a pre- construction sweep shall be performed to verify absence of nesting birds. A qualified biologist shall conduct the pre-activity sweep within the Project areas (including access routes) and a 500-foot buffer surrounding the Project areas, within 2 hours prior to initiating Project activities. Additionally, a nesting bird survey shall be conducted by a qualified biologist no more than three (3) days prior to the initiation of project activities, including, but not limited to clearing, grubbing, and/or rough grading to prevent impacts to birds and their nests. The survey will be conducted by a qualified biologist. Surveys shall include any potential habitat (including trees, shrubs, the ground, or nearby structures) that may be impacted by activities resulting in nest destruction or abandonment. If nesting bird activity is present, a no disturbance buffer zone shall be established by the qualified biologist around each nest to prevent nest destruction and disruption of breeding or rearing behavior. The buffer shall be a minimum of 500 feet for raptors and 300 feet for songbirds, unless a smaller buffer is specifically determined by a qualified biologist familiar with the nesting phenology of the nesting species. The buffer areas shall be avoided until the nests are no longer occupied and the juvenile birds can survive independently from the nests, as confirmed by a qualified biologist. A qualified biologist shall inspect the active nest to determine whether construction activities are disturbing the nesting birds or nestlings. If the qualified biologist determines that construction activities pose a disturbance to nesting, construction work shall be stopped in the area of the nest and the 'no disturbance buffer' shall be expanded. If there is no nesting activity, then no further action is need for this measure.</u></p>	Prior to the issuance of grading, building permits	Mono County Community Development Department	Surveys shall be submitted to the Mono County Community Development Department upon completion.
<p>BIO-2: Preconstruction Weed Survey</p> <p>Weed Survey Prior to construction, the entire project area, including 50 feet on either side of the project alignment centerline and all designated equipment staging areas, would be surveyed for noxious weeds. All occurrences of noxious weeds would be flagged and avoided.</p>	Use of heavy equipment, grading, demolition, construction	Applicant	Surveys shall be submitted to the Mono County Community Development Department upon completion.
<p>BIO-3: Weed Free Certification</p> <p>Straw, mulch, or gravels used for erosion control shall be certified weed-free.</p>	Prior to start of construction	Applicant	Provide seed mix tags and certification Mono County
<p>BIO-4: Special Status Fish</p> <p><u>For all Project activities taking place adjacent to Highland Ditch, where adjacent is defined as being within 50 feet from the top of bank, Best Management Practices (BMPs) shall be employed</u></p>	<u>Prior to start of ground disturbing activities</u>	<u>Applicant</u>	<u>Photo document BMPs in place and submit to Mono County</u>

Mitigation Monitoring and Reporting Plan			
Mitigation Measure	Mitigation Monitoring		
	Monitoring Schedule	Responsible Party	Monitoring Procedure
<p><u>to avoid impacts to water quality and aquatic habitat of the Highland Ditch. Impacts may include, but are not limited to, delivery of excess sediment through grading, disking, or grubbing activities; delivery of excess nutrients through runoff from cultivation areas; delivery of toxins from pesticide application; or any other Project activities that have the potential to substantially alter or degrade the water quality or aquatic habitat of the Highline Ditch. BMPs may include avoiding pesticide application during periods of increased wind, limiting water usage to avoid runoff, and/or keeping exposed soil damp to limit movement during ground disturbing activities.</u></p>	<p><u>located within 50-feet of Highland ditch</u></p>		
<p><u>BIO-5: American Badger</u> <u>A qualified biologist shall visually survey the Project area prior to construction to identify any feature/habitats suitable to support American badger (i.e., burrows, dens). Where an identifiable feature is present, the qualified biologist shall mark the potentially occupied feature for avoidance. If avoidance is infeasible, the qualified biologist shall determine whether the burrow or den is inactive or active. If the burrow or den is inactive, the qualified biologist shall excavate the burrow or den by hand and backfill to prevent reuse by American badger. If American badger is present, applicant shall notify California Department of Fish and Wildlife (CDFW) and applicant should develop an American badger-specific avoidance and relocation plan detailing the protective avoidance and relocation measures to be implemented prior to the commencement of Project activities for CDFW review. The use of rodenticides and herbicides shall be restricted to avoid primary and secondary poisoning of badger.</u></p>	<p>Prior to commencing ground or vegetation disturbing activities</p>	<p>Applicant</p>	<p>Surveys shall be submitted to the Mono County Community Development Department upon completion.</p>
<p><u>BIO: 6 Special Status Plants</u> <u>Prior to Project implementation, and during the appropriate season, a qualified biologist shall conduct botanical field surveys within the Project area following protocols set forth in the California Department of Fish and Wildlife’s (CDFW) 2018 Protocols for Surveying and Evaluating Impacts to Special Status Native Plant Populations and Sensitive Natural Communities (CDFW 2018). The surveys shall be conducted by a CDFW approved botanist(s) experienced in conducting floristic botanical field surveys, knowledgeable of plant taxonomy and plant community ecology and classification, familiar with the plants of the area, including special-status and locally significant plants, and familiar with the appropriate state and federal statutes related to plants and plant collecting. The botanical field surveys shall be conducted at the appropriate time of year when plants will both be evident and identifiable (usually, during flowering or</u></p>	<p><u>Prior to commencing ground or vegetation disturbing activities</u></p>	<p><u>Applicant</u></p>	<p><u>Surveys shall be submitted to the Mono County Community Development Department upon completion.</u></p>

Mitigation Monitoring and Reporting Plan			
Mitigation Measure	Mitigation Monitoring		
	Monitoring Schedule	Responsible Party	Monitoring Procedure
<p>fruiting) and, in a manner, which maximizes the likelihood of locating special-status plants and sensitive natural communities that may be present. Botanical field surveys shall be conducted floristic in nature, meaning that every plant taxon that occurs in the project area is identified to the taxonomic level necessary to determine rarity and listing status. If any special-status plants are identified, the County shall avoid the plant(s), with an appropriate buffer (i.e., fencing or flagging). If complete avoidance is not feasible, the County shall mitigate the loss of the plant(s) through the purchase of mitigation credits from a CDFW-approved bank or land acquisition and conservation at a mitigation ratio determined by CDFW after Project analysis. If the Project has the potential to impact a state listed species, the Project Applicant should apply for a California Endangered Species Act (CESA) Incidental Take Permit (ITP) with CDFW.</p>			
<p>BIO-7: Pesticides <u>Prior to construction and issuance of any grading permit, Sierra High Farms shall develop a plan, to be approved by Mono County, with measures to avoid, minimize, or mitigate the impacts of pesticides used in cannabis cultivation, including fungicides, herbicides, insecticides, and rodenticides. The plan should include, but is not limited to, the following elements: (1) Proper use, storage, and disposal of pesticides, in accordance with manufacturer’s directions and warnings, (2) Avoidance of pesticide use where toxic runoff may pass into Fish and Game section 1602 resources, including ephemeral streams, (3) Avoidance of pesticides that cannot be used on cannabis in the state of California, as set forth by the Department of Pesticide Regulation, (4) Avoidance of anticoagulant rodenticides and rodenticides with “flavorizers”, (5) Avoidance of sticky/glue traps, and (6) Inclusion of measures that serve as alternatives to the use of toxic rodenticides, such as sanitation (removing food sources such as pet food, cleaning up refuse, and securing garbage in sealed containers), and physical barriers.</u></p>	<p><u>Prior to commencing ground- or vegetation disturbing activities</u></p>	<p><u>Applicant</u></p>	<p><u>Submittal of plan by applicant and acceptance by Mono County Community Development prior to construction or grading activities</u></p>
<p>BIO-8: Artificial Light <u>Light shall not be visible outside of any structure used for cannabis cultivation. This shall be accomplished by: employing blackout curtains where artificial light is used to prevent light escapement, eliminating all nonessential lighting from cannabis sites and avoiding or limiting the use of artificial light during the hours of dawn and dusk when many wildlife species are most active, ensuring that lighting for cultivation activities and security purposes is shielded, cast downward, and does not spill over onto other properties or upward into the night sky (see the International Dark-Sky Association standards at http://darksky.org/), and using LED lighting with</u></p>	<p><u>Prior to commencing ground- or vegetation disturbing activities</u></p>	<p><u>Applicant</u></p>	<p><u>Submittal of lighting plan by applicant and approval by Mono County prior to construction</u></p>

Mitigation Monitoring and Reporting Plan			
Mitigation Measure	Mitigation Monitoring		
	Monitoring Schedule	Responsible Party	Monitoring Procedure
<u>a correlated color temperature of 3,000 Kelvins or less. All hazardous waste associated with lighting shall be disposed of properly and lighting that contains toxic compounds shall be recycled with a qualified recycler.</u>			
<p><u>BIO-9 Employee Awareness</u> <u>A qualified biologist shall conduct an education program for all persons employed or otherwise working on the Project site prior to performing any work on-site (Workers Environmental Awareness Program; WEAP). The WEAP shall consist of a presentation that includes a discussion of the biology of the habitats and species that may be present at the site. The qualified biologist shall also include as part of the WEAP information on the distribution and habitat needs of any special-status species that may be present, legal protections for those species, penalties for violations, and mitigation measures. The WEAP should include, but not be limited to: (1) best practices for managing waste and reducing activities that can lead to increased occurrences of opportunistic species and the impacts these species can have on wildlife in the area and (2) protected species that have the potential to occur on the Project site.</u></p>	<u>Prior to commencing ground- or vegetation disturbing activities</u>	<u>Applicant</u>	<u>Completion of WEAP prior to grading or construction activities</u>
<p><u>BIO-10 LSA Program</u> <u>Prior to construction and issuance of any grading permit, the Project proponent should obtain written correspondence from the California Department of Fish and Wildlife (CDFW) stating that notification under section 1602 of the Fish and Game Code is not required for the Project, or the Project proponent should obtain a CDFW-executed Lake and Streambed Alteration Agreement, authorizing impacts to Fish and Game Code section 1602 resources associated with the Project.</u></p>	<u>Prior to commencing ground- or vegetation disturbing activities</u>	<u>Applicant</u>	<u>Submit request to CDFW and obtain correspondence prior to grading or construction activities</u>
Cultural and Tribal Resources			
<p><u>CR-1. Discovery of Cultural or Tribal Resources</u> If any prehistoric or historic-period subsurface archaeological features or deposits are discovered during construction, all ground-disturbing activity within 25 feet of the resources shall be halted, and a qualified professional archaeologist and/or Tribal representative shall be retained to assess the significance of the find. If the find is determined to be significant by the qualified archaeologist (i.e., because it is determined to constitute either a historical resource or a unique archaeological resource), or Tribal representative, a plan shall be prepared to address the appropriate procedures</p>	Ongoing during subsurface construction	Applicant	Prepare plan if archaeological features are discovered

Mitigation Monitoring and Reporting Plan			
Mitigation Measure	Mitigation Monitoring		
	Monitoring Schedule	Responsible Party	Monitoring Procedure
to protect the integrity of the resource and ensure that no additional resources are affected. Procedures could include but would not necessarily be limited to preservation in place, archival research, subsurface testing, or contiguous block unit excavation and data recovery.			
<p>CR-2. Unanticipated Discovery of Human Remains</p> <p>If human remains are encountered during construction, all ground disturbance activities within 150 feet of the discovery shall be suspended and the construction manager shall immediately notify the County coroner. If the human remains are determined to be of Native American descent, the coroner shall notify the Native American Heritage Commission (NAHC) within 24 hours of identification. The NAHC shall identify and immediately notify the Most Likely Descendant (MLD) of the deceased Native American. Within 48 hours of being granted access to the site, the MLD shall complete the inspection of the site of the discovery and make recommendations to the Applicant/landowner for the treatment or disposition of the human remains and any associated funerary objects. All measures, as required by the County, shall be implemented under the supervision of the MLD and/or tribal representative.</p>	Ongoing during subsurface construction	Applicant	Suspend construction and notify Coroner if human remains are discovered
Public Services			
<p>PS-1: Security Plan</p> <p>Mono County shall require a site security plan which details measures to prohibit unauthorized access to commercial cannabis buildings and cultivation areas. The plan shall include proposed improvements and operations consistent with County Code 5.60.130 D including limited access areas, security lighting, video systems, and storage to prevent diversion, theft, and loss. The Mono County Sheriff's Office shall review and approve the security plan prior to issuance of the cannabis operation permit.</p>	Prior to issuance of commercial cannabis operation permit	Applicant, Mono County Sheriff's Office, Mono County Community Development Department	Review and approve security plan
Water Quality			
<p>WQ-1: Reseeding of Disturbed Areas</p> <p>Directly following construction, disturbed areas shall be reseeded with a certified weed-free seed mix <u>comprised of locally sourced native plant materials</u>. Seeded areas shall be watered as needed until fully established.</p>	Prior to issuance of certificate of occupancy for associated buildings	Applicant, Mono County Community Development Department	Verify establishment following construction

Mitigation Monitoring and Reporting Plan			
Mitigation Measure	Mitigation Monitoring		
	Monitoring Schedule	Responsible Party	Monitoring Procedure
Wildfire			
<p>WF-1: Fire Safe Regulations</p> <p>Mono County shall require site improvements for access consistent with CalFire Fire Safe Regulations and Mono County General Plan Development Standards Section. Prior to issuance of a building permit the applicant shall submit site improvement plans which describe minimum emergency access, firewater storage and supply, and defensible space in accordance with PRC 4290 and 4291.</p>	Prior to issuance of certificate of occupancy for associated buildings	Applicant, Mono County Community Development Department	Review plans and confirm during inspection
<p>WF-2: Overhead Utility <u>Hardening and</u> Vegetation Management</p> <p>Mono County shall require <u>the above-ground power utility lines and poles to be constructed with features that reduce the risk of wildfire ignition. Above-ground power utility hardening techniques shall be incorporated into the utility design. Examples of design features include covered conductors, tree wire, wider crossarms, metal poles, and hardware upgrades. The applicant shall provide site plans, electrical system design plans and details incorporating hardening techniques to Liberty Utilities and Mono County. Liberty Utilities and Mono County shall approve the above-ground powerline plans prior to construction. The site plan and system design shall include a</u> vegetation management plan for proposed new overhead utilities corridors and new utility poles consistent with PRC 4292 and 4293, Public Utilities Commission General Order 95, and Liberty Utilities Wildfire Mitigation Plan. The applicant shall maintain vegetation to the standard of the vegetation management plan.</p>	Prior to construction of overhead utilities	Applicant, <u>Liberty Utilities</u> , Mono County Community Development Department	<u>Submit site plan, electrical system design plans, and</u> vegetation management plan

References

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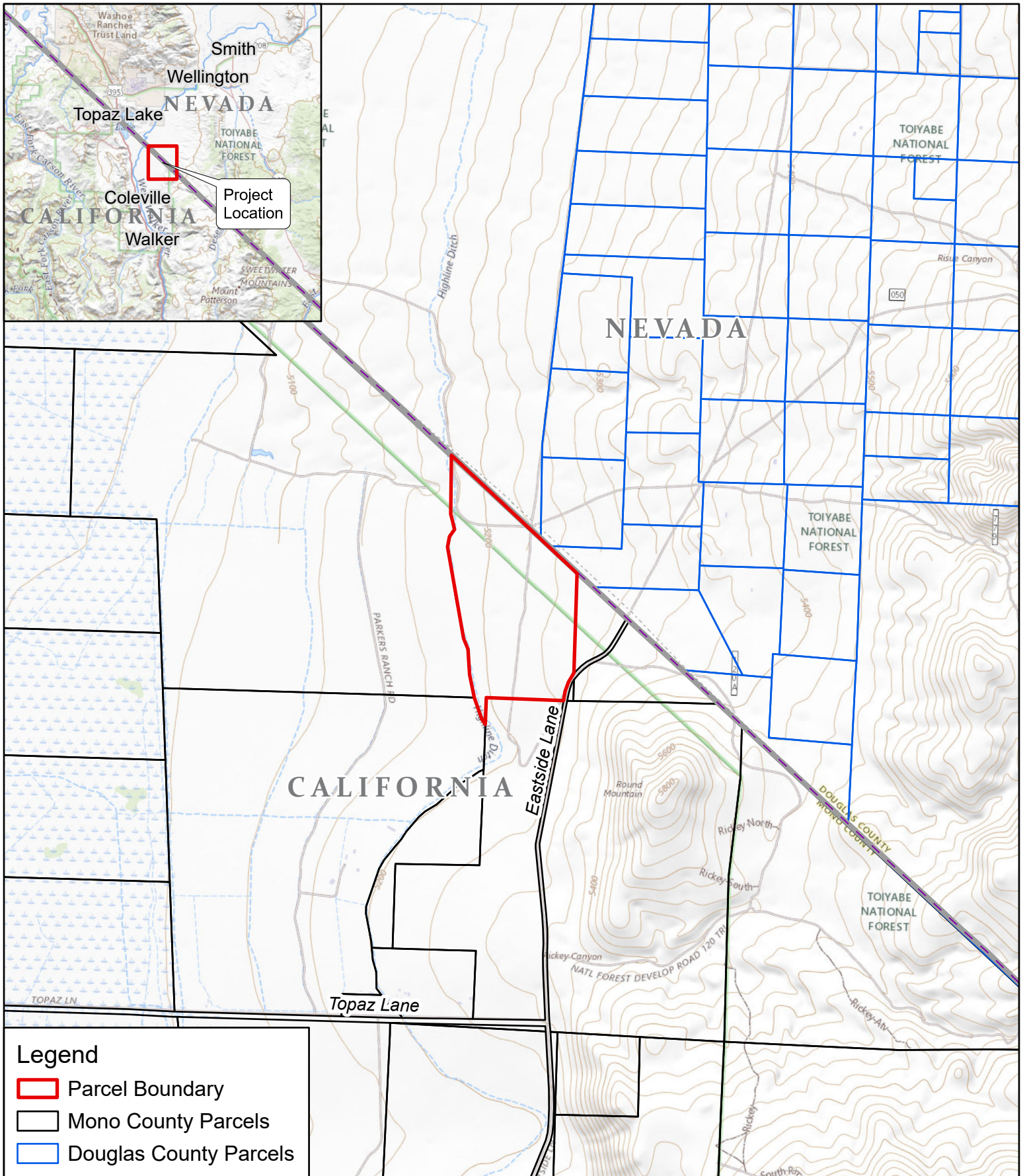
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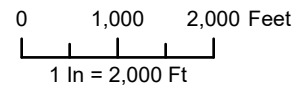
Appendix A

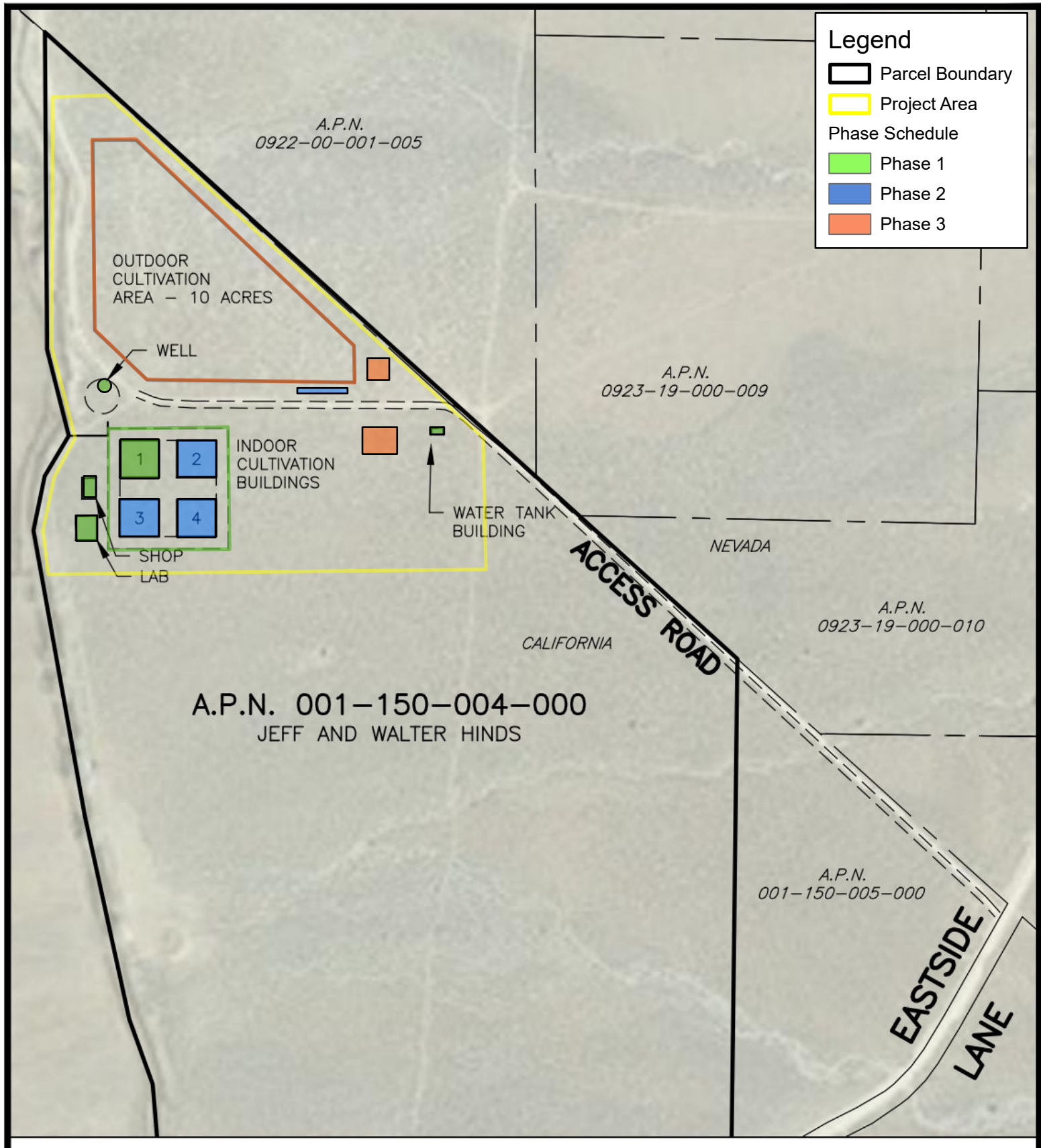
Figures



Project:
 County:
 Surveyor: JoAnne Michael
 Date:
 Source: USGS The National Map, 2021

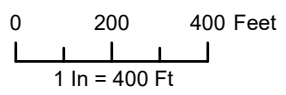
Figure 1
 Sierra High Farms - Use Permit
 Location Map



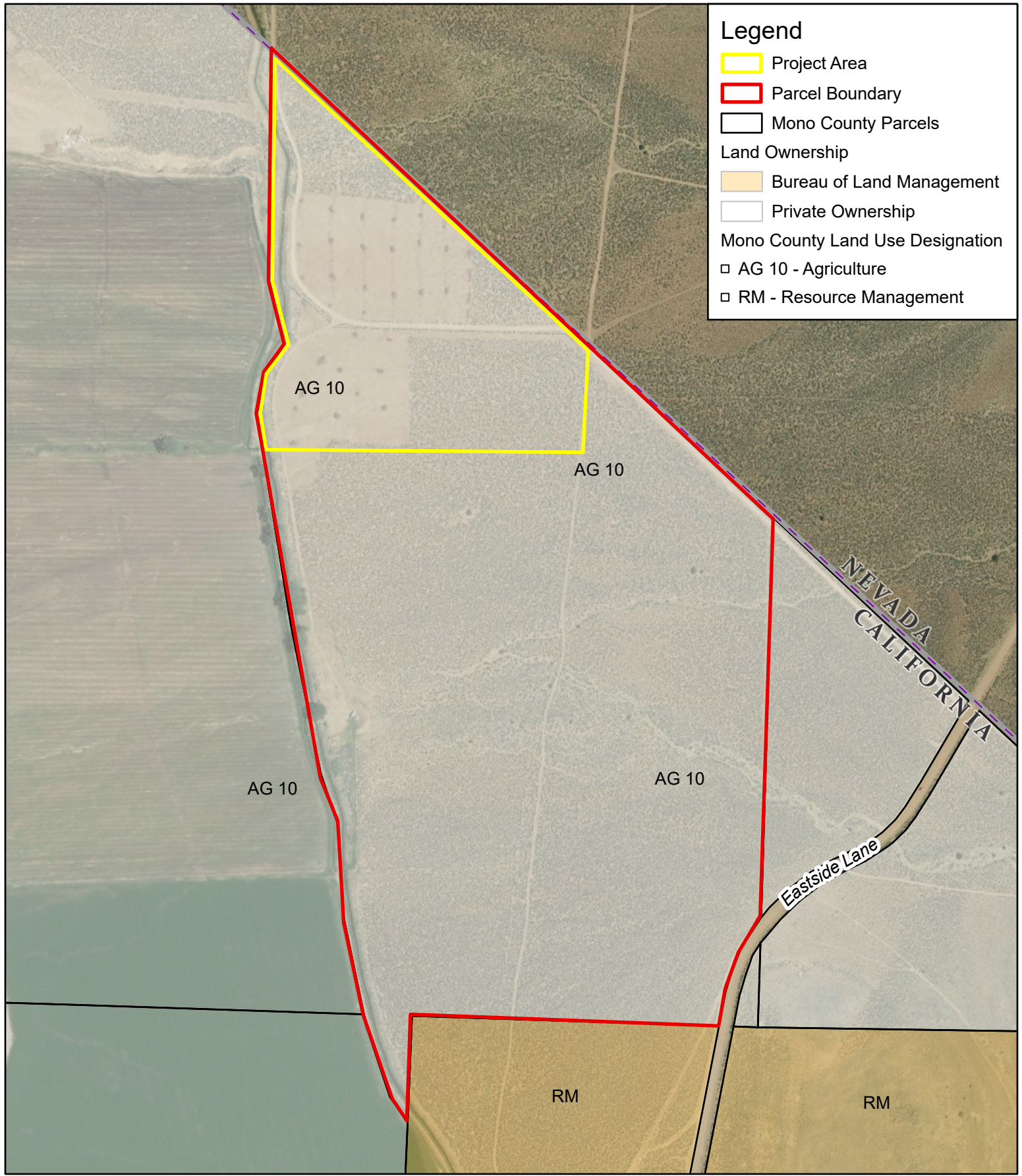


County: Mono County, CA
 Date: 6/20/2022
 Source: ESRI Imagery Services
 Vivid Maxar 5/15/2021

Figure 2
 Sierra High Farms - Use Permit
 Site Plan



*Project Area footprint is within the Parcel Boundary.



Legend

- Project Area
- Parcel Boundary
- Mono County Parcels

Land Ownership

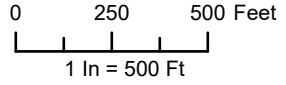
- Bureau of Land Management
- Private Ownership

Mono County Land Use Designation

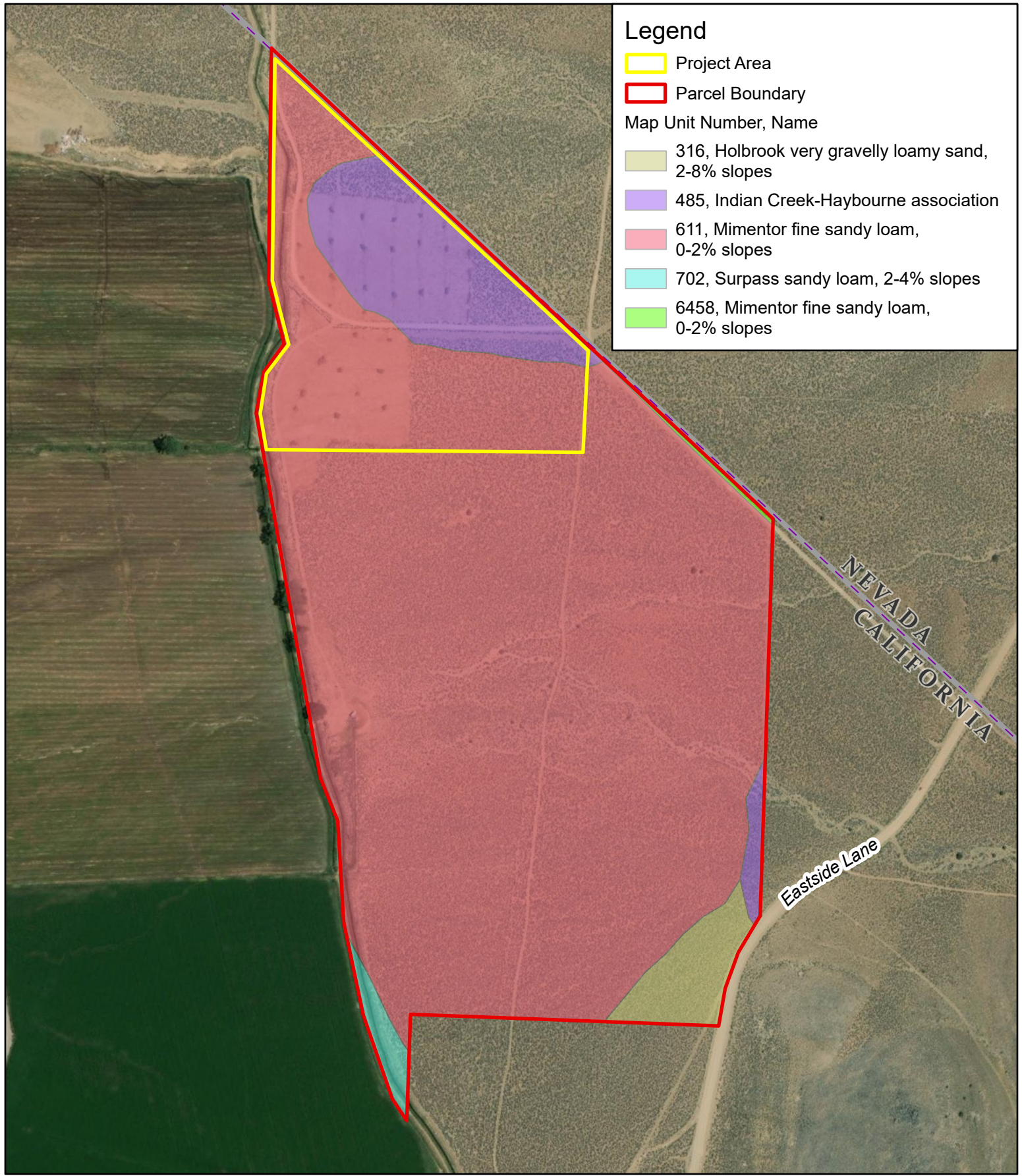
- AG 10 - Agriculture
- RM - Resource Management

County: Mono County, CA
 Date: 6/20/2022
 Source: Mono County LUD Data, 2019

Figure 3
Sierra High Farms - Use Permit
Land Use Map



*Project Area footprint is within the Parcel Boundary.

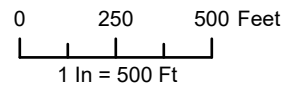


Legend

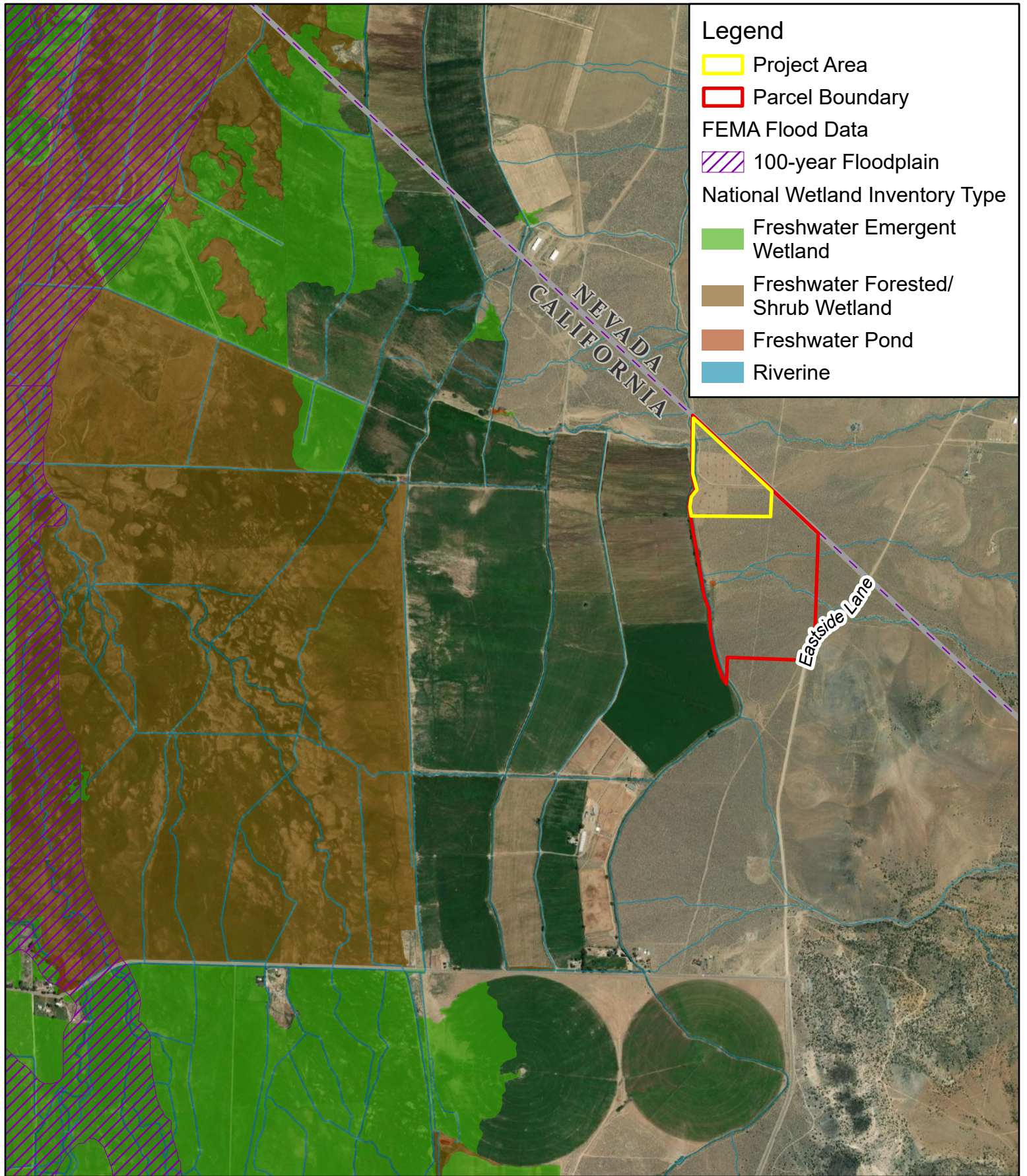
- Project Area
- Parcel Boundary
- Map Unit Number, Name
- 316, Holbrook very gravelly loamy sand, 2-8% slopes
- 485, Indian Creek-Haybourne association
- 611, Mimentor fine sandy loam, 0-2% slopes
- 702, Surpass sandy loam, 2-4% slopes
- 6458, Mimentor fine sandy loam, 0-2% slopes

County: Mono County, CA
 Date: 6/20/2022
 Source: Web Soil Survey, 2021

Figure 4
 Sierra High Farms - Use Permit
 Web Soil Survey

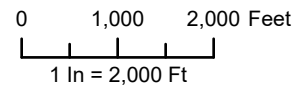


*Project Area footprint is within the Parcel Boundary.



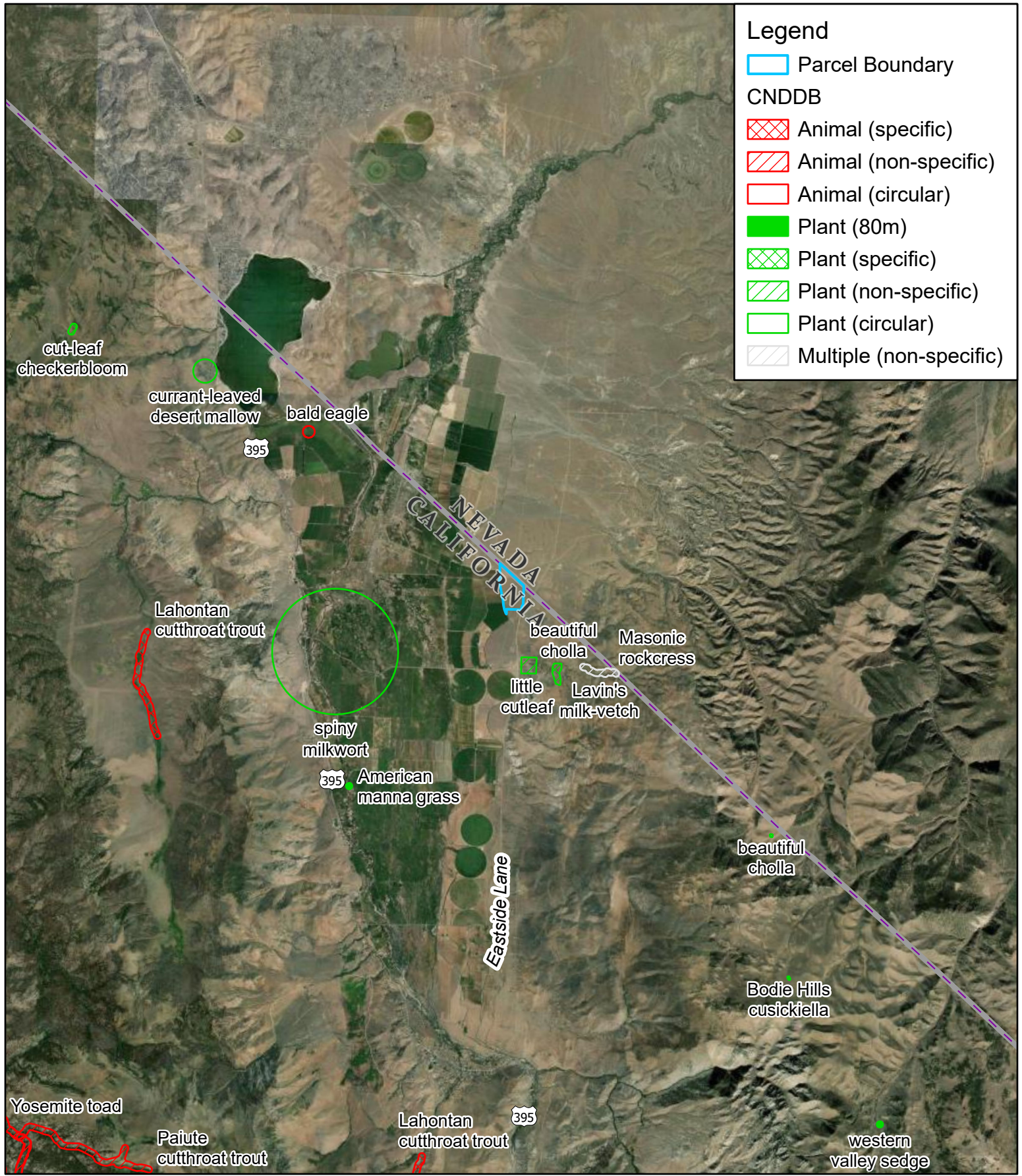
County: Mono County, CA
 Date: 6/20/2022
 Source: National Wetland Inventory, 2021

Figure 5
Sierra High Farms - Use Permit
National Wetland Inventory



*Project Area footprint is within the Parcel Boundary.

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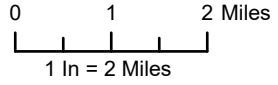


Legend

- Parcel Boundary
- CNDDDB**
- Animal (specific)
- Animal (non-specific)
- Animal (circular)
- Plant (80m)
- Plant (specific)
- Plant (non-specific)
- Plant (circular)
- Multiple (non-specific)

Project:
 County:
 Surveyor: JoAnne Michael
 Date:
 Source: CNDDDB June, 2022

Figure 6
 Sierra High Farms - Use Permit
 California Natural Diversity Database Map



Appendix B

Biological Technical Report

September 30, 2022

Biological Technical Report


for –

Sierra High Farms

Prepared For:

Mono County
Community Development Department
PO Box 347
Mammoth Lakes, CA 93546

Prepared By:

 Resource Concepts, Inc.
340 N. Minnesota Street
Carson City, NV 89703-4152

September 30, 2022

Biological Technical Report

for –

Sierra High Farms

(RCI # 21-627.1)

Prepared For:

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Attachments

Attachment A. Biological Data

Summary of Acronyms

ACOE	Army Corps of Engineers
CDFW	California Department of Fish and Wildlife
CEQA	California Environmental Quality Act
CESA	California Endangered Species Act
CNDDDB	California Natural Diversity Database
CWA	Clean Water Act
DPS	Distinct Population Segment
EIR	Environmental Impact Report
ESA	Endangered Species Act
LCT	Lahontan Cutthroat Trout
LRWQCB	Lahontan Regional Water Quality Control Board
MBTA	Migratory Bird Treaty Act
NPDES	National Pollution Discharge Elimination System
NPPA	California Native Plant Protection Act
SNYLF	Sierra Nevada Yellow Legged Frog
SWPPP	Stormwater Pollution Prevention Plan
USFWS	U.S. Fish & Wildlife Service

File doc: 2022-09-30 Final Appx-B Rpt SHF Bio Tech Rpt 21-627.1 MC JRM-ca-jm L7-2.docx

1.0 Introduction

1.1 Introduction

At the request of Sierra High Farms, Resource Concepts, Inc (RCI) conducted a biological assessment within the proposed Sierra High Project Area. This report evaluates the potential impacts from the project to special status wildlife, vegetation, vegetation communities, and jurisdictional waters and will be used to complete the environmental impact review pursuant to the California Environmental Quality Act (CEQA).

1.2 Project Location

The 15- acre Project Area is located approximately 4.25 miles east of Coleville, Mono County, within the western edge of Antelope Valley on a 123-acre parcel (APN 001-150-004-000). The Project Area is bordered by the Nevada state line along its northeast boundary and Highland Ditch along its western. US Highway 395 is located three miles to the west. Reference Figure 1.

1.3 Project Description

Sierra High Farms is proposing a ten (10) acre outdoor and 24,000 square-foot (SF) indoor commercial greenhouse cannabis cultivation operation. The project is located within a 123-acre parcel (APN 001-150-004-000) that is owned by the project proponent. The General Plan land use designation of the parcel is Agriculture (AG) with a 10-acre parcel size minimum. The Location Map (Figure 1) and Site Plan (Figure 2) are provided in Attachment A.

1.3.1 Proposed Building and Ancillary Structures

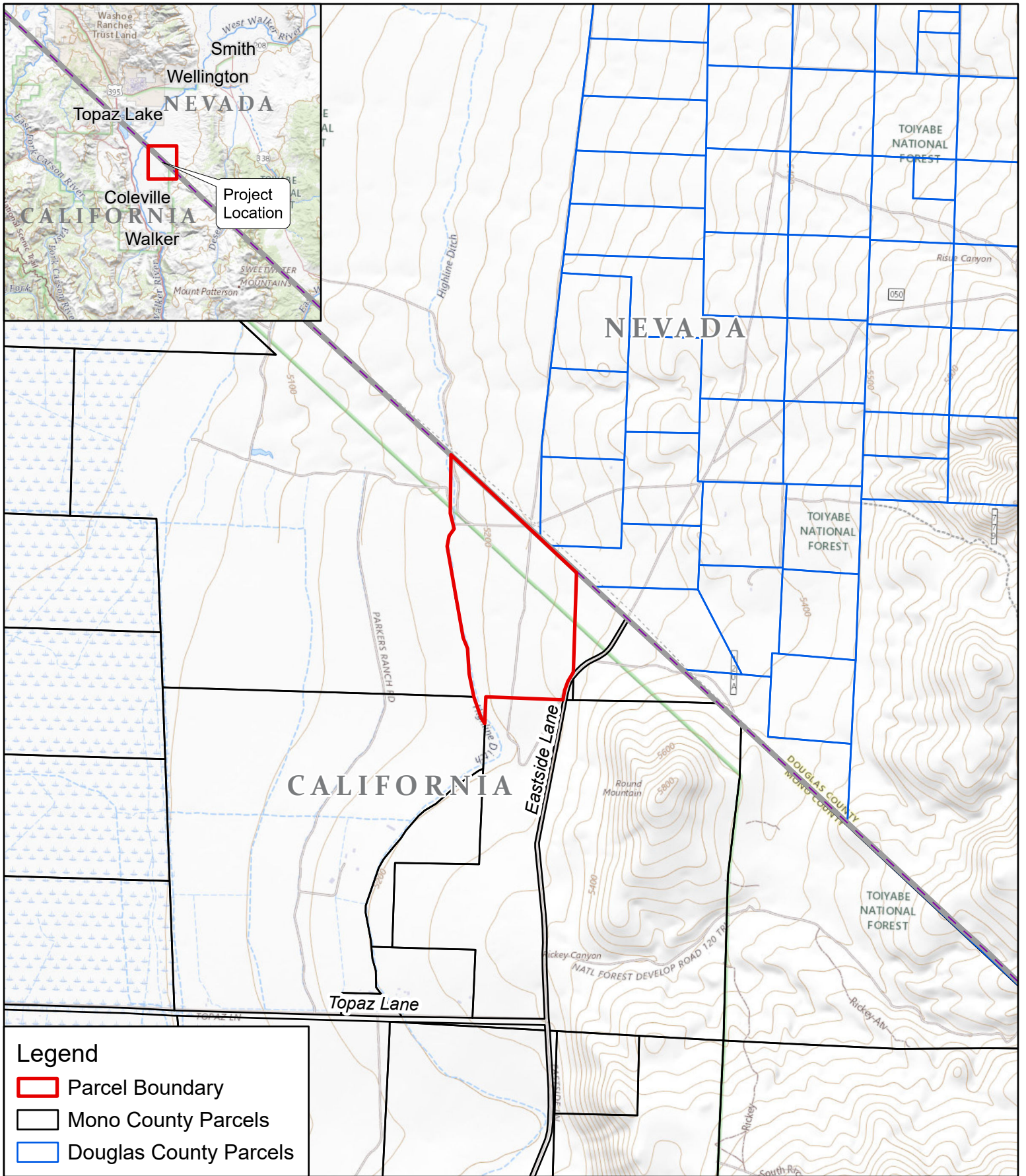
The project proposes to construct an adult/medical cannabis production facility that includes both indoor and outdoor cannabis cultivation (Figure 2). The project includes construction and operation of the following project components:

Indoor Cultivation

- Four 12,312 square-foot greenhouses (108' by 114') \ (up to 10,500 sq ft indoor mature plant canopy)
- One cultivation lab (4,200 sq ft, 60' by 70')
- One maintenance shop (2,400 sq ft, 40' by 60')

Outdoor Cultivation

- Ten acres of outdoor cannabis cultivation area including hoop house structures
- One nursery and processing building (5,000 sq ft, 50' by 100')
- One drying shed building (2,100 sq ft, 35' by 60')
- Four storage containers of approximately 8' by 40' for outdoor cultivation tools and storage use



County: Mono County, CA
 Date: 6/20/2022
 Source: USGS The National Map, 2021

Figure 1
Sierra High Farms - Use Permit
Location Map

0 1,000 2,000 Feet
 1 in = 2,000 Ft

*Project Area footprint is within the Parcel Boundary.



Supporting Facilities and Utilities

- One well pump building (169 sq ft ,13’ by 13’)
- One water tank building containing three 5,000 gallon tanks (700 sq ft, 17’ by 35’)
- One septic system (1,500 gallon holding tank, 190’ leach line)
- Propane generators for primary power supply (located within indoor cultivation buildings)
- Central propane tank (30,000 gallon)
- Access road improvements from project site to East Side Lane – widening from one to two lanes (10’ by 3,000’)
- Parking and loading areas
 - Indoor cultivation area – Parking for twelve (12) vehicles
 - Nursery parking area- Parking for three (3) vehicles
- Above ground electrical power service connection to Liberty Utilities (1.6 miles)

1.3.2 Project Phasing

The project is proposed to be implemented incrementally with the following phased improvements based on market conditions.

Table 1. Project Phasing

Phase 1
One (1) indoor cultivation building, maintenance shop, cultivation lab, access improvements, water tank, parking for indoor cultivation
Phase 2
Three (3) indoor cultivation buildings, central propane tank
Phase 3
Outdoor cultivation, drying shed, nursery, electrical service connection

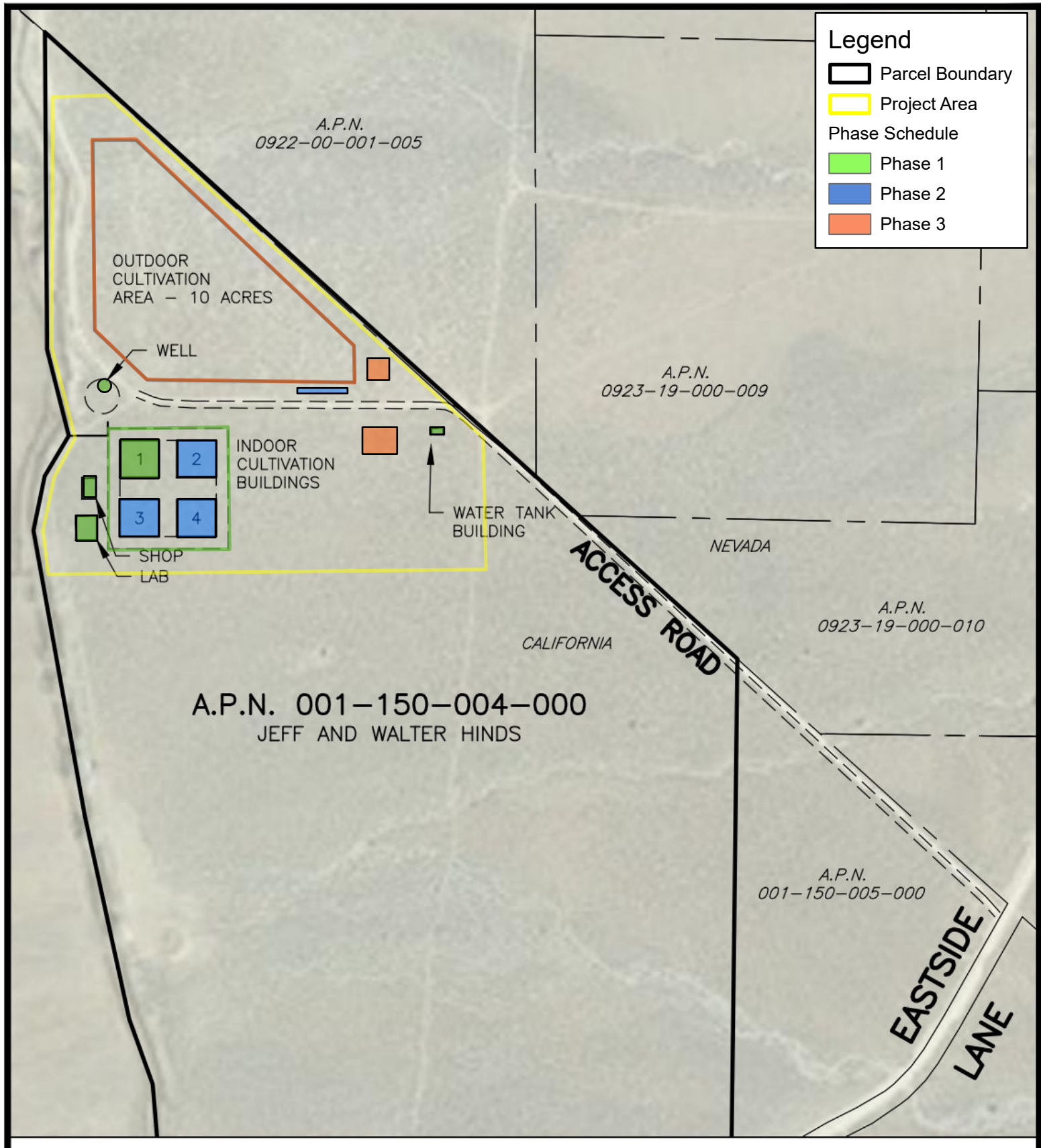
1.3.3 Construction

Project construction would take place for approximately 3 years (2 years for Phases 1 & 2, 1 year for Phase 3). The project may not be constructed continuously. Construction timing of successive Phases 2 and 3 would ultimately be determined by market conditions. Construction equipment would be variable based on activity and would include graders, backhoes, compactors, bulldozers, trenchers, water trucks, excavators, scrapers, tractors, forklifts generators, rollers, welders, and air compressors.

Table 2. Construction Phasing and Duration

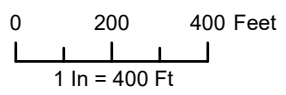
Construction Phase	Duration
Site grading – Phases 1 &2	60 days
Phase 1 – Indoor cultivation building #1, shop, and lab	6 months
Phase 2 – (3) Indoor cultivation buildings, propane tank	12 months
Phase 3 – Outdoor cultivation, drying shed, nursery, electrical service connection	12 months

Construction activities generally are clearing and grubbing of building footprints and the outdoor cultivation area. Grading activities of building pad construction with a cut and fill of approximately 13,000 cubic yards. At the completion of site grading development of the cannabis cultivation facilities would start. Indoor cultivation buildings and ancillary buildings are expected to be concrete slab and prefabricated metal buildings with grouted masonry walls. Installation of approximately 1.6 miles of above ground electricity and telecommunications would occur during Phase 3.



County: Mono County, CA
 Date: 6/20/2022
 Source: ESRI Imagery Services
 Vivid Maxar 5/15/2021

Figure 2
 Sierra High Farms - Use Permit
 Site Plan



*Project Area footprint is within the Parcel Boundary.

2.0 Regulatory Framework

The biological resources evaluated in this report are regulated by several federal, state, and local laws and regulations. Key regulations applicable to the proposed project are discussed below.

2.1 Federal

2.1.1 Federal Endangered Species Act. - U.S. Fish and Wildlife Service (USFWS)

The US Fish and Wildlife Service (USFWS) regulates the taking of a species listed as threatened or endangered under the Endangered Species Act (ESA). Section 9 of the ESA (16 U.S.C. 1538(a)(1)(B)) prohibits the take of any endangered species and defines take as follows: “the term ‘take’ means to harass, harm, pursue, hunt, shoot, kill, trap, capture, collect or to attempt to engage in any such conduct” (16 U.S.C. 1532 (19)). USFWS has further defined “harm” to mean “an act which actually kills or injures wildlife by significantly impairing essential behavioral patterns, including breeding, feeding or sheltering” (50 CFR 17.3). If a proposed project would result in take of a federally listed species, either the project applicant must acquire an incidental-take permit, under Section 10(a) of the ESA, or if a federal discretionary action is involved, the federal agency would consult with the USFWS under Section 7 of the ESA.

2.1.2 Migratory Bird Treaty Act

Migratory birds are protected and managed under the Migratory Bird Treaty Act of 1918, as amended (16 U.S.C. 703 et. seq.) and Executive Order 13186. Specific provisions in the statute include the establishment of a federal prohibition, unless permitted by regulation, to "pursue, hunt, take, capture, kill, attempt to take, capture or kill, possess, offer for sale, sell, offer to purchase, purchase, deliver for shipment, ship, cause to be shipped, deliver for transportation, transport, cause to be transported, carry, or cause to be carried by any means whatever, receive for shipment, transportation or carriage, or export, at any time, or in any manner, any migratory bird, included in the terms of this Convention...for the protection of migratory birds or any part, nest, or egg of any such bird." Because forestlands provide a substantial portion of breeding habitat, land management activities within the Amador Ranger District can have an impact on local populations.

2.1.3 Bald and Golden Eagle Protection Act

The Bald and Golden Eagle Protection Act prohibits any form of possession or taking of either bald eagles or golden eagles. In 1962, the act was amended to create a specific exemption for possession of an eagle or eagle parts (e.g., feathers) for religious purposes of Indian tribes. Rule changes made in September 2009 finalized permit regulations to authorize limited take of these species associated with otherwise lawful activities. These new regulations establish permit provisions for intentional take of eagle nests under particular limited circumstances (USFWS, 2009).

2.1.4 Clean Water Act

Waters of the US and adjacent wetlands are defined within Section 404 of the federal Clean Water Act (CWA) and are under the jurisdiction of the ACOE. Section 401 of the CWA requires that waters regulated under Section 404 obtain a State Water Quality Certification to ensure that discharges into waters of the US meet state water quality standards. Water Quality Certification is administered by the State of California for any activities that may result in any discharges into waters of the US.

2.2 State of California

2.2.1 California Endangered Species Act

The California Endangered Species Act (CESA) prohibits the taking of state-listed endangered or threatened species, as well as candidate species being considered for listing. A “take” of species is defined as an activity that would directly or indirectly kill an individual of a species. If a proposed project would result in a take of a California state listed species, the project proponent must obtain a Section 2081 incidental take permit if the impacts of the take are minimized and fully mitigated, and the take would not jeopardize the continued existence of the species.

2.2.2 California Department of Fish and Game Code

Section 1602 requires that all diversions, obstructions, or changes to the natural flow or bed, channel, or bank of any river, stream, or lake in California that supports wildlife resources are subject to regulation by the California Department of Fish and Game under Section 1600 et seq. of the California Fish and Game Code. Under Section 1602, it is unlawful for any person to substantially divert or obstruct the natural flow or substantially change the bed, channel, or bank of any river, stream, or lake designated by the Department of Fish and Game, without first notifying the department of such activity and obtaining a final agreement authorizing such activity.

Sections 3511, 4700 5050, and 5515 of the California Fish and Game Code prohibits the take or possession of fully protected species and does not provide for authorization of incidental take. The Department of Fish and Game has informed non-federal agencies and private parties that their actions must avoid take of any fully protected species.

Section 3503 of the California Fish and Game Code states that it is unlawful to take, possess, or needlessly destroy the nest or eggs of any bird, including raptors (e.g., hawks, owls, eagles, and falcons). Section 3513 of the California Fish and Game Code codifies the federal Migratory Bird Treaty Act.

2.2.3 California Native Plant Protection Act of 1977

The California Native Plant Protection Act (NPPA) of 1977 (Fish and Game code §1900-1913) prohibits the importation of rare and endangered plants into California, take of rare and endangered plants, and sale of rare and endangered plants. The NPPA requires that state-listed plant species are protected and evaluated under CEQA.

2.2.4 Porter-Cologne Water Quality Control Act

The Porter-Cologne Water Quality Control Act (Porter-Cologne Act) is California’s statutory authority for water quality protection. The act sets forth the obligations of the State Water Resources Control Board (SWRCB) and the Regional Water Quality Control Boards (RWQCBs) under the CWA to adopt and periodically update water quality control plans, or basin plans. The act provides for waste discharge requirements and a permitting system for discharges to land or water. Certification is required by the RWQCB for activities that can affect water quality.

2.2.5 California Food and Agriculture Code

The California Food and Agriculture Code Section 403 designates the California Department of Food and Agriculture as the lead state agency in preventing the introduction and spread of injurious insects or

animal pests, plant diseases, and noxious weeds. Food and Agriculture Code Section 7271 designates the Department of Food and Agriculture as the lead department in noxious weed management responsible for implementing state laws concerning noxious weeds. Representing a statewide program, noxious weed management laws and regulations are enforced locally in cooperation with the County Agricultural Commissioner (California Department of Food and Agriculture, 2010b).

Under state law, noxious weeds include any species of plant that is, or is liable to be, troublesome, aggressive, intrusive, detrimental, or destructive to agriculture, silviculture, or important native species, and difficult to control or eradicate, which the director, by regulation, designates to be a noxious weed (FAC Section 5004). The current designation of noxious weeds in California can be found under California Administrative Code, Title 3, Section 4500 or at www.cdffa.ca.gov/phpps/ipc/weedinfo/winfo_list-pestrating.htm.

2.3 Non-Governmental Agency

2.3.1 California Native Plant Society

The California Native Plant Society (CNPS) maintains a list of plant species native to California that are found in low numbers, have limited distribution, or are otherwise threatened with extinction. This information is published in the Inventory of Rare and Endangered Vascular Plants of California. Potential impacts to populations of CNPS-listed plants receive consideration under CEQA review.

2.4 Local

2.4.1 Mono County General Plan

The Mono County General Plan and Conservation/Open Space Element contain several policies with objectives to maintain and restore biological resources through avoidance of impacts or mitigation to reduce impacts to a level of non-significance. These policies were reviewed with respect to proposed project activities and found to be consistent; however, final determination of the project's consistency with the General Plan rests with Mono County Community Development Department. A few of the policies that pertain to this project and that were incorporated into project design and mitigation are listed below:

- Policy 2.A.1. Completing site specific resource assessments prior to project approvals
- Policy 2.A.2. Protect and restore threatened and endangered species and their habitats
- Policy 2.A.3. Protect and restore sensitive plants, wildlife, and their habitat
- Policy 2.A.4. Participate in the Bi State Local Area Working Group on sage-grouse conservation and assist with the implementation of the Bi-State Action Plan
- Policy 2.A.5. Prohibit construction activities such as grading in sensitive habitats prior to environmental review in compliance with CEQA and the Mono County Grading Ordinance
- Policy 2.A.6. During construction, utilize soil conservation practices and management techniques to conserve naturally occurring soils

3.0 Methods

3.1 Literature and Databases

Several sources of information were consulted and reviewed prior to the field reconnaissance. These included: USGS topographic map (Figure 1), soil survey data (Figure 3), National Wetland Inventory map (Figure 4), and California Natural Diversity Database occurrence data (Figure 5).

The following listed databases were queried, and results reviewed. Results of the database searches are included in Appendix C.

- USFWS's Information Planning and Conservation (IPAC) System (2022a)
- USFWS's Critical Habitat Portal (2022b)
- California Natural Diversity Database (CNDDDB) search for nine quad (CDFW 2022)
- Nevada Department of Wildlife (NDOW 2022)
- Nevada Natural Heritage Program (NNHP 2022)

3.2 Field Reconnaissance and Surveys

Preliminary reconnaissance surveys of the site were conducted on February 11, 2021 to assess the on-site vegetative communities and species habitat potential. On September 1, 2022 a qualified biologist from Resource Concepts, Inc. conducted plant surveys on foot using meandering transects. The survey was timed so that target plant species could be located and positively identified in the field. Plant species that were not easily identified in the field were collected for identification using taxonomic keys. Every plant species encountered was identified to a sufficient level to determine if it was a species of concern.

4.0 Results

4.1 Existing Conditions

The following section describes the existing site conditions.

4.1.1 Physical Characteristics and Topography

The project site is relatively flat, ranging in elevation from approximately 5,180 to 5,235 feet, sloping at 2-4 percent east to west. (Reference Figure 1).

4.1.2 Soils and Geology

The soils of the proposed Project Area are mapped by the USGS Web Soil Survey for the Coleville-Bridgeport area, parts of Alpine and Mono Counties, California primarily as Mimentor fine sandy loam, and the Indian Creek Heyborne association (reference Figure 3).

Mimentor fine sandy loam soils, 0 to 2 percent slopes, consist of sandy loam soils over clay loam soils and are derived from mixed alluvium. They are classified as well drained with a depth to water table of more than 80 inches.

A typical soil profile of Mimentor fine sandy loam soils consists of:

- 0 to 9 inches: fine sandy loam
- 9 to 24 inches: clay loam
- 24 to 36 inches: gravelly fine sandy loam
- 36 to 60 inches: gravelly sandy loam

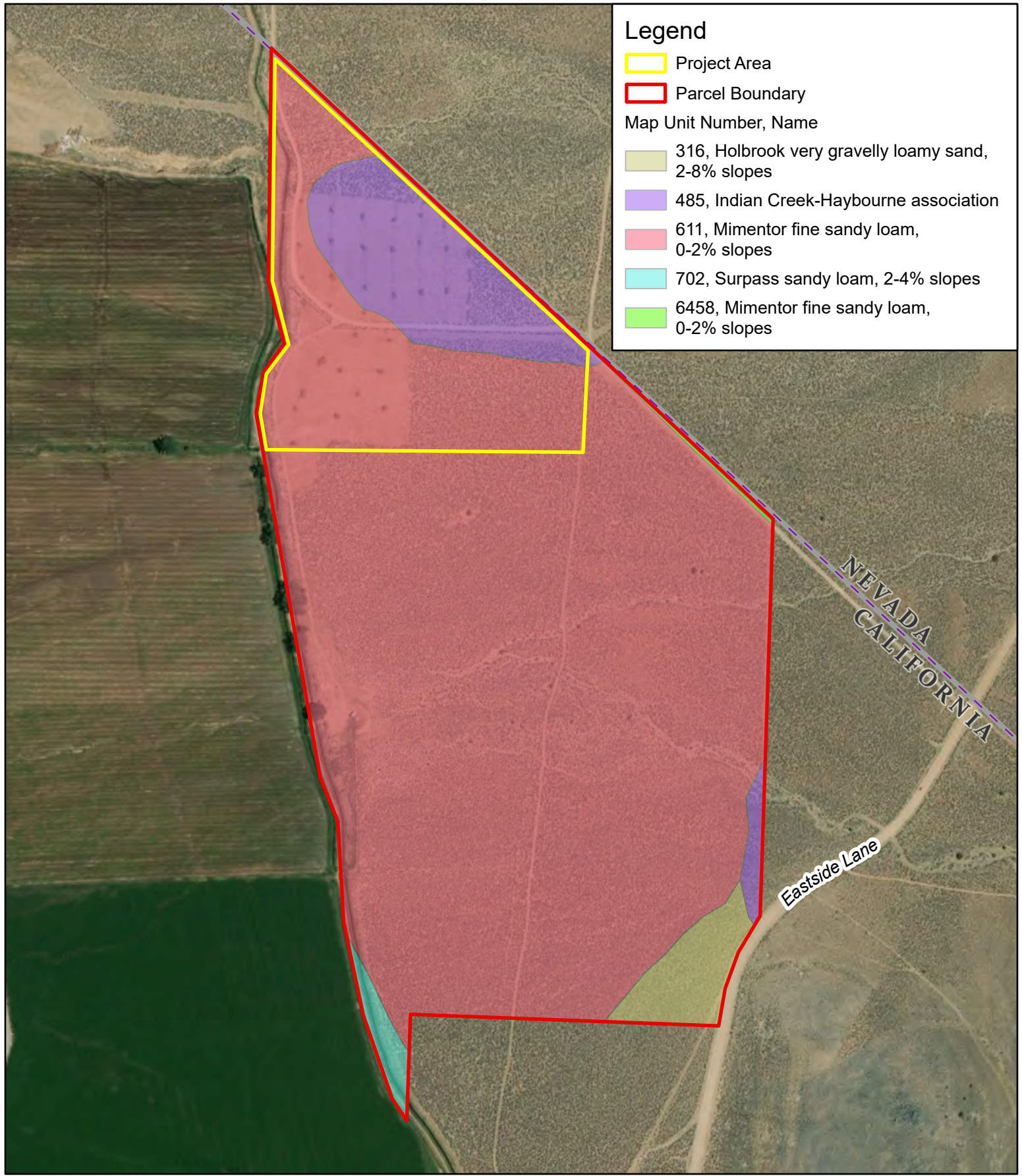
Indian Creek - Heyborne association is formed of alluvium derived from mixed rocks. The soils consist of shallow loam over gravelly clay, with a cemented layer at 20 to 25 inches. These soils are classified as well drained and depth to the water table is more than 80 inches.

A typical soil profile of Mimentor fine sandy loam soils consists of:

- 0 to 9 inches: fine sandy loam
- 9 to 24 inches: clay loam
- 24 to 36 inches: gravelly fine sandy loam
- 36 to 60 inches: gravelly sandy loam

4.1.3 Hydrology

The mean annual precipitation for the Project Area is 8 to 12 inches. The west side of the property borders Highline Ditch, which irrigates the off-site pastures to the west. There is one ephemeral stream channel that originates in the mountains to the east that flows west through the proposed outdoor cultivation area. There are no wetlands, riparian habitat, or other sensitive natural communities on-site.



Legend

Project Area

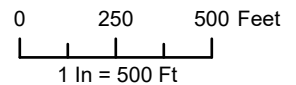
Parcel Boundary

Map Unit Number, Name

- 316, Holbrook very gravelly loamy sand, 2-8% slopes
- 485, Indian Creek-Haybourne association
- 611, Mimentor fine sandy loam, 0-2% slopes
- 702, Surpass sandy loam, 2-4% slopes
- 6458, Mimentor fine sandy loam, 0-2% slopes

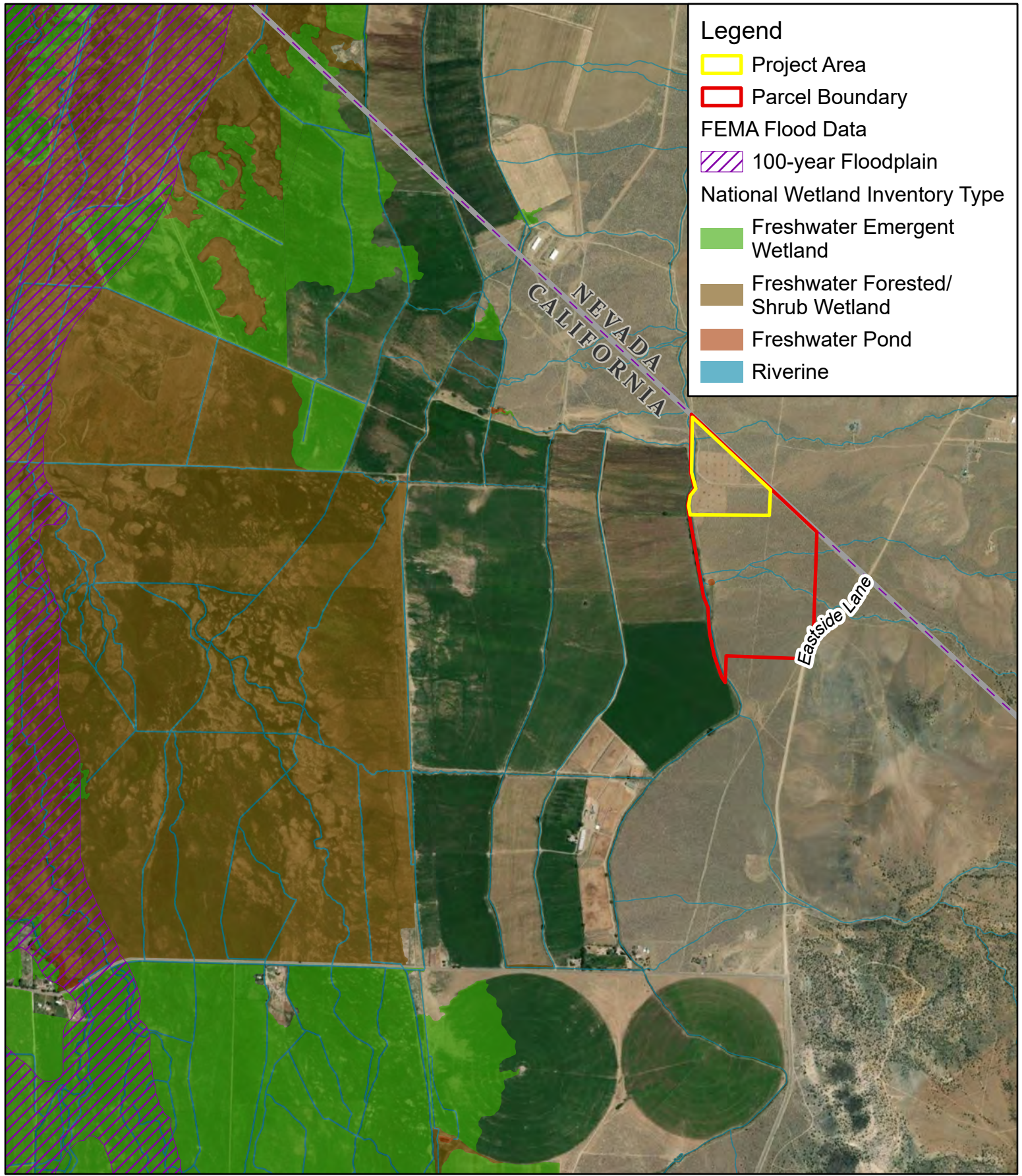
County: Mono County, CA
 Date: 6/20/2022
 Source: Web Soil Survey, 2021

Figure 3
 Sierra High Farms - Use Permit
 Web Soil Survey



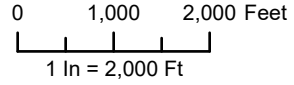
*Project Area footprint is within the Parcel Boundary.

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County: Mono County, CA
 Date: 6/20/2022
 Source: National Wetland Inventory, 2021

Figure 4
Sierra High Farms - Use Permit
National Wetland Inventory



*Project Area footprint is within the Parcel Boundary.

4.1.4 Vegetation

The site is uniformly dominated by big sagebrush (*Artemisia tridentata* var. *wyomingensis*) with occasional four-winged saltbrush (*Atriplex canescens*), antelope bitterbrush (*Purshia tridentata*), rabbitbrush (*Ericameria nauseosa*), and Mormon tea (*Ephedra nevadensis*). There was one western juniper trees. The six acres of native vegetation that were previously cleared from the Project Area have become revegetated with native grasses intermixed with a non-native, invasive tumble mustard (*Sisymbrium altissimum*). This area will be graded and developed areas as part of the indoor grow operations.

Existing developments surrounding the project area include annual cropping systems and irrigated pastures in the areas between generally scattered housing. Long-standing pastures and agricultural fields in rotation have lost much of their former habitat value for native vegetation and wildlife in Mono County (2015 RTP/GPU).

4.2 Special Status Species

Special-status species are plants and animals that are legally protected under the CESA (Fish and Game Code, §2050 et seq.), the ESA, or other regulations. For the purposes of this study, special-status species are defined as:

- Species listed or proposed for listing as threatened or endangered under the ESA;
- Species that are candidates for possible future listing as threatened or endangered under the ESA;
- Species that are listed or proposed for listing by the State of California as threatened or endangered under the CESA;
- Plants considered by CDFW and CNPS to be “rare, threatened, or endangered in California” (Rare Plants Ranks as 1B and 2; California Department of Fish and Game, 2015a), and California Native Plant Society, (2015);
- Species that meet the definition of rare or endangered under the State CEQA Guidelines, Section 15380; and
- Animals fully protected in California (Fish and Game Code, §3511 for birds, §4700 for mammals, and §5050 for reptiles) and amphibians; or animal species of special concern to the CDFG (California Department of Fish and Game, 2011).

Additionally, protection of migratory birds and their nests is regulated by the Migratory Bird Treaty Act (MBTA). Birds may forage and nest in multiple habitats and pass through a site in route to either. Therefore, there are numerous migratory bird species that have the potential to nest within the Project Area.

Another species of concern but is not listed at the state or federal level is the Bi-State Distinct Population Segment (DPS) of Greater Sage-Grouse (*Centrocercus urophasianus*). Mono County, in cooperation with other public agencies and private stakeholders, is committed to implementation of the *Bi-State Action Plan for Conservation of the Greater Sage-Grouse Bi-State Distinct Population Segment* and implementation of the plans polices to maintain the existence of high-quality sage-grouse habitat where it occurs.

Mule deer (*Odocoileus hemionus*), although not designated as a species of concern by CDFW, are also treated as sensitive in this analysis. A decline in mule deer numbers in the mid- to late 1960s prompted CDFW to formulate a statewide management plan, followed by specific deer herd management plans.

Seven of these management plans apply to the resident and migratory deer of Mono County, including the West Walker herd located within the vicinity of the Project Area.

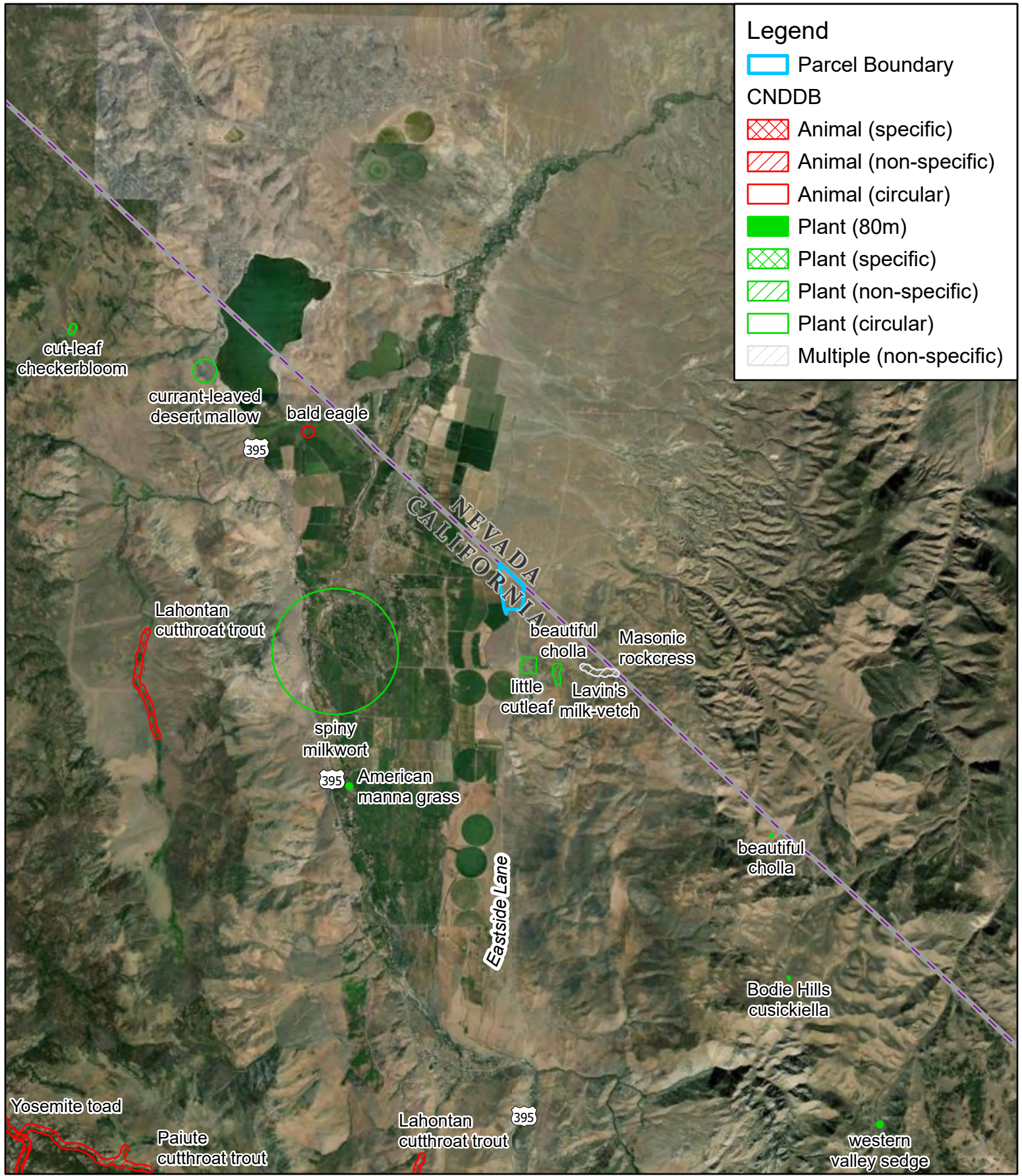
4.2.1 Special Status Plants

Based on review of the CNDDDB (Figure 5) and U.S. Fish and Wildlife Species List (reference Attachment C) and evaluation of specific habitat requirements, two special status plant species were determined to have potential to occur within the Project Area. These species are beautiful cholla (*Grusonia pulchella*) and Masonic rockcress (*Boechea cobrensis*).

Table 3. Special Status Plant Species with Potential to Occur on Site or Within Vicinity of the Project Area

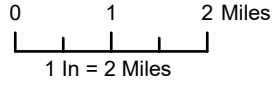
Common Name / Scientific Name	USFWS	State Status	CNPS	Habitat Description	Potential Habitat within Project Area / Potential to Impact
Lavin's milk-vetch -- <i>Astragalus oophorus</i> var. <i>lavinii</i>	--	--	1B.2	Open, dry, relatively barren gravelly clay slopes, knolls, badlands, or outcrops, derived from volcanic ash or carbonate, usually on northeast to southeast aspects, in openings in the pinyon-juniper or sagebrush zones. 6,560 ft + elevation.	None. The Project Area does not contain gravelly clay slopes, knolls, or outcrops on volcanic or carbonate soils. Site located below documented elevation range.
Masonic rockcress -- <i>Boechea cobrensis</i>	--	--	2B.3	Sandy soils under shrubs in sagebrush scrub, northern juniper woodlands, Pinyon-juniper woodlands. 4,420-11,155 ft.	May occur, not likely to occur. Potential habitat present within sandy soils within sagebrush community; no individuals present during previous site surveys. One occurrence documented 2.2 miles to the southeast.
Liddon's sedge - <i>Carex petasata</i>				Broadleaf upland forest, lower montane coniferous forest, meadows and seeps, pinyon and juniper woodland. 2740 – 3030 ft.	None. There are no broadleaf upland forest, lower montane coniferous forest, meadows and seeps, pinyon and juniper woodland.
Western Valley Sedge -- <i>Carex vallicola</i>	--	--	2B.3	Moist to dry slopes, montane. 5,900-10,170 ft.	None. No moist to dry slopes. Project Area located below documented elevation range.
Bodie Hills cusickiella -- <i>Cusickiella quadricostata</i>	--	--	1B.2	Rocky flats within sagebrush scrub, slopes, and PJ Woodlands. 7,545-9,185 ft.	None. There are no rocky flats within Project Area. Site elevation is below known occurrence of species.
Beautiful cholla -- <i>Grusonia pulchella</i>	--	CY	2B.2	Dry, open, loose, mostly sandy soils, sometimes gravelly or rocky (especially carbonate) soils of valley floors and gentle slopes in the shadscale, mixed shrub, sagebrush, and lower pinyon-juniper zones. 4,920-5,580 ft.	May occur, not likely to occur. Potential habitat present in sandy flats within sagebrush; no individuals present during previous site surveys. Two occurrences documented at 1.5 and 5.8 miles away.

Little cutleaf -- <i>Hymenopappus filifolius</i> var. <i>nanus</i>	--	--	2B.3	Pinyon and juniper woodland, subalpine coniferous forest. 4920 ft – 10,000 ft	None. There are no pinyon/juniper woodlands or subalpine coniferous forest within the Project Area.
Spiny milkwort -- <i>Polygala subspinoso</i>	--	--	2B.2	Desert scrub, volcanic mesas. 4,430-7,496 ft.	None. No volcanic soils within Project Area.
Cut-leaf checkerbloom -- <i>Sidalcea multifida</i>	--	--	2B.3	Dry places in sagebrush scrub and pine forest. 6,560-9,185 ft.	None. The Project Area is located approx. 1,000 feet below in elevation than any documented occurrences.
Currant-leaved desert mallow -- <i>Sphaeralcea grossulariifolia</i>	--	--	2B.3	Dry volcanic soils.	None. The on-site soils are not derived from volcanics.



County: Mono County, CA
 Date: 6/20/2022
 Source: CNDDDB June, 2022

Figure 5
 Sierra High Farms
 California Natural Diversity Database Map



*Project Area footprint is within the Parcel Boundary.

4.2.2 Special Status Wildlife Species

Review of the CNDDDB and U.S. Fish and Wildlife Species List identified 14 special status wildlife that are known or expected to occur near the Project Area. The table below lists the special status wildlife species with potential to occur on-site and the likelihood of occurrence based on the availability of suitable habitat. There were no proposed or designated critical habitats located within the Project Area.

Table 4. Special Status Wildlife Species with Potential to Occur On-Site or Within Vicinity of the Project Area

Common Name / Scientific Name	Status		Habitat Description	Potential Habitat within Project Area / Potential to Impact
	ESA	State Status		
Amphibians				
Yosemite Toad -- <i>Anaxyrus canorus</i>	FT	SSC S2S3	Always in vicinity of wet meadow, also in seasonal ponds associated with lodgepole pine and subalpine conifer forest. 6,400-11,300 ft in elevation.	None. There are no wet meadow or ponds on-site. Project area is not located within known elevation range of species habitat. The project would not impact the Yosemite toad.
Sierra Nevada Yellow-legged Frog -- <i>Rana sierrae</i>	FE		High elevation low-gradient streams and small ponds that are either intermittent or perennial. Always encountered within a few feet of water.	None. There are no streams or ponds on-site. The project would not impact Sierra Nevada Yellow-legged Frog or potential habitat.
Fish				
Lahontan Cutthroat trout -- <i>Oncorhynchus clarkii henshawi</i>	FT	none	Occurs in cool flowing water with available cover of well-vegetated and stable stream banks, in areas where there are stream velocity breaks, and in relatively silt free, rocky riffle-run areas. Lahontan cutthroat trout (LCT) are known to occur in the Middle West Walter River (NDOW 2022).	None. There are no well-vegetated and stable streambanks with rock riffle run areas on-site. The project would not impact LCT or potential habitat.
Mountain whitefish -- <i>Prosopium williamsoni</i>	none	SSC	Commonly found in mountain streams and lakes, favoring cold water and large deep pools.	None. There are no mountain streams or lakes within the project area. The project would not impact Mountain whitefish
Lahontan mountain sucker -- <i>Catostomus lahontan</i>	None	SSC	Found in shallow (<2m), clear, low-gradient streams; associated with diverse substrates, in areas with dense cover.	None. There are no streams within the Project Area. The project will not impact Lahontan mountain sucker.
Birds				
Golden Eagle -- <i>Aquila chrysaetos</i>	FP	S3 BCC	Annual grassland to above timberline; generally, inhabit open and semi-open country such as sagebrush, surrounded by hills and cliffs for nesting.	May occur. May use site for foraging. No suitable nesting habitat available.

Common Name / Scientific Name	Status		Habitat Description	Potential Habitat within Project Area / Potential to Impact
	ESA	State Status		
Long-eared owl -- <i>Asio otus</i>	None	S2 SSC	Deciduous and evergreen forests, orchards, wooded parks, desert oases. Wooded areas with dense vegetation needed for roosting and nesting; open areas for hunting.	None. No forested or wooded habitat present.
Swainson's hawk -- <i>Buteo swainsoni</i>	None	S2	Large riparian nesting trees, agricultural fields and open shrublands. Occupy juniper/sagebrush communities. Adapted to agricultural landscapes.	May occur. May use site for foraging. No suitable nesting habitat available.
Greater Sage-grouse -- <i>Centrocercus urophasianus</i> Bi-State DPS	None	SSC	Foothills, plains, and mountain slopes where sagebrush is present, often with a mixture of sagebrush, meadows, and aspen, in close proximity.	May occur, not likely to occur. Suitable sagebrush habitat present but lacks the meadow component. Per NDOW, no known leks or tracking locations in the vicinity of the Project Area.
Northern Harrier -- <i>Circus cyaneus</i>	None	S3 SSC	Wet meadows and grasslands with low, thick vegetation. May utilize dry upland areas. Roosts on ground.	May occur, not likely to occur. May use site for foraging. No wet meadow or grasslands present for nesting.
Yellow warbler -- <i>Setophaga petechia</i>	none	S3 SSC	Habitat includes open scrub, second-growth woodland, thickets, farmlands, and gardens, especially near water; riparian woodlands, especially of willows are typical habitat in the West.	None. No dense woodlands or thickets on-site. No impact to yellow warblers.
Southwestern Willow Flycatcher -- <i>Empidonax traillii extimus</i>	FE	S1	Utilizes relatively dense riparian tree and shrub communities associated with rivers, swamps, and other wetlands. Habitat patches must be at least 0.25 acres in size and at least 30 feet wide.	None. There is no riparian habitat on-site. The project would not impact SW willow flycatcher or potential habitat.
Prairie Falcon -- <i>Falco mexicanus</i>		S3 BCC	Open areas, steppe, plains or prairie. Typically nests in pothole or well sheltered ledge on rocky cliff or steep embankment.	May occur. May use site for foraging. No suitable nesting habitat available.
Bald Eagle -- <i>Haliaeetus leucocephalus</i>	D FP	S2 SE	Nest near river and large lakes, utilizing old growth trees, snags, and cliffs.	None. There are no rivers, lakes or nesting habitat. The project would not impact the bald eagle.
Brewer's sparrow -- <i>Spizella breweri</i>	None	S3 BCC	Strongly associated with sagebrush. Nests low in sagebrush, other shrub, or cactus.	May occur. May use site for foraging and nesting.
Yellow-headed blackbird -- <i>Xanthocephalus</i>	None	S3, S4 SSC	Fresh-water marshes of cattail, tule or bulrushes.	None. No fresh-water marshes in vicinity of the project area.

Common Name / Scientific Name	Status		Habitat Description	Potential Habitat within Project Area / Potential to Impact
	ESA	State Status		
Yellow-billed Cuckoo -- <i>Coccyzus americanus</i>	FT		Breeds in low to moderate elevation in native forests lining rivers and streams. Requires relatively large (>20 hectares) contiguous patches of multilayered riparian habitat for nesting.	None. There are no forests lining streams and rivers on-site. The project would not impact the yellow-billed cuckoo or potential habitat.
Mammals				
Pallid bat -- <i>Antrozous pallidus</i>	--	S3 SSC	Deserts, grasslands, shrublands, woodlands and forests. Most common in open, dry habitats with rocky areas for roosting.	May occur. May use site for foraging. No suitable roosting habitat available.
Townsend's big-eared bat -- <i>Corynorhinus townsendii</i>	None	S2	Most common in mesic sites; roost in the open, hanging from walls and ceilings.	May occur. May use site for foraging. No suitable roosting habitat available.
Wolverine -- <i>Gulo gulo</i>	None	Threatened FP	Wide variety of high elevation habitat. Uses caves, logs, burrows for cover and den area. Hunts in open areas	None. No suitable denning habitat.
Silver-haired bat -- <i>Lasionycteris noctivagans</i>	None	S3S4	Montane forest dweller, feeding over streams, ponds and open brushy areas. Roosts in hollow trees, beneath bark, abandoned woodpecker holes.	May occur. May use site for foraging. No suitable roosting habitat available.
Hoary bat -- <i>Lasiurus cinereus</i>	None	S4	Open habitats or habitat mosaics, with access to trees for cover and open area or habitat edges for feeding; roosts in dense foliage of medium to large trees.	May occur. May use site for foraging. No suitable roosting habitat available.
Western white-tailed jackrabbit -- <i>Lepus townsendii townsendii</i>	None	S2 SSC	Open grassy fields, desert scrubland and farmland.	May occur, not likely to occur. Habitat present, but species considered uncommon to rare on the eastern slopes of Sierra Nevada (CDFW 2022).
Western small-footed myotis (bat) -- <i>Myotis ciliolabrum</i>	None	S2S3	Wide range of habitats, mostly arid wooded and brushy uplands near water. Cover in caves, buildings, mines, and crevices.	May occur. May use site for foraging. No suitable roosting habitat available.
Long-eared myotis -- <i>Myotis evotis</i>	None	S4	Brush, woodland, and forest habitat; prefers woodlands and forests. Nursery colonies in buildings, crevices, spaces under bark, snags.	None. No forest or woodlands present. No suitable roosting habitat available.
Fringed myotis -- <i>Myotis thysanodes</i>	None	S4	Uses a wide variety of habitats. Pinyon-juniper, uses caves, mines, buildings, or crevices for maternity colonies.	May occur. May use site for foraging. No suitable roosting habitat available.
Yuma myotis -- <i>Myotis yumanensis</i>	None	S4	Open forests and woodlands; closely tied to bodies of water. Maternity colonies in caves, mines, buildings, or crevices.	None. No forest or woodlands present; no water bodies or roosting habitat.

Common Name / Scientific Name	Status		Habitat Description	Potential Habitat within Project Area / Potential to Impact
	ESA	State Status		
American badger -- <i>Taxidea taxus</i>	None	S4 SSC	Prefers open areas, brushlands with little groundcover. Can include parklands, farms and treeless area with friable soil.	None. Site soils not friable or suitable for burrows.
Insects				
Morrison bumble bee -- <i>Bombus morrisoni</i>	None	S1S2	From the Sierra-Cascade Range eastward across intermountain west. Food plant genera include <i>Cirsium</i> , <i>Cleome</i> , <i>Helianthus</i> , <i>Lupinus</i> , <i>Ericameria</i> , and <i>Melilotus</i> .	None. Site is dominated primarily by sagebrush scrub with few forbs present.
Monarch Butterfly -- <i>Danaus plexippus</i>	C	none	open fields and meadows with milkweed.	None. No milkweeds observed within the Project Area.

State Ranking – CNDDDB State Conservation Ranking (CDFW 2014)

- S1 is Critically imperiled: often 5 or fewer populations, or steep rate of decline,
- S2 is Imperiled: Often 20 or fewer populations, steep decline or very restricted in range,
- S3 is Vulnerable: often 80 or fewer populations, declining or restricted range,
- S4 is Apparently Secure: uncommon but not rare in California

SSC – CDFW Species of Special Concern

BCC – USFWS Birds of Conservation Concern

- ESA ST – State Threatened
- SE – State Endangered
- FT – Federally Threatened
- FE – Federally Endangered

Other Species of Special Concern

Greater Sage-Grouse

The Bi-State Distinct Population Segment (DPS) of Greater Sage-Grouse (*Centrocercus urophasianus*) is another species of concern to Mono County but is not listed at the state or federal level. There is relatively marginal potential for presence of sage-grouse in the remaining sagebrush-dominated uplands surrounding Coleville during the normal brood-rearing period (March 1 – Sept 30) (2015 RTP/GPU). Based on consultation with the Nevada Department of Wildlife, there are no known Greater Sage-Grouse lek sites in the vicinity of the Project Area (NDOW 2022).

Mule Deer

There are no known migration corridors through the Project Area, but Mule deer may potentially use the on-site shrub habitat for overwintering (NDOW 2022, BIOS 2022).

4.2.3 Migratory Birds – Breeding and Nesting Habitat

Protection of migratory birds and their nests is regulated by the MBTA. Birds may forage and nest in multiple habitats and pass through a site in route to either. Nesting season in the Coleville area extends

from March 1 through September 30. Therefore, there are numerous migratory bird species that have the potential to nest within the Project Area.

4.3 Potentially Jurisdictional Water Resources

Based on field surveys by RCI Biologist (February 2021 and September 2022) and review of the National Wetlands Inventory, it was determined that there are no wetlands within the Project Area. There is one ephemeral stream that originates in the steeper mountain slopes to the east and flows dissipate within the Project Area. There is no channelized flow into the Highline Ditch.

The Highline Ditch conveys water from the East Slough, a canal off the West Walker River, north approximately 6.7 miles through pastures and agricultural fields, and discharges back to the West Walker River approximately 4.7 miles north of the Project Area. The ditch borders the west side of the Project Area. There are dirt access roads that run along both sides of the ditch as it parallels the site. Vegetation along the banks is primarily sagebrush and invasive weeds. The vegetation below the top of has small patches of riparian vegetation. There are no trees along the banks of the ditch through the project area

5.0 Project Impacts and Mitigation Measures

5.1 Potential Impacts and Standards of Significance

Potential direct and indirect impacts to biological resources are discussed in the following sections. Direct effects to a sensitive species or potential habitat occur from physical impacts caused by activities associated with the proposed project. Direct impacts from this project include those impacts caused by disturbance from construction equipment, trenching, grading activities, or long-term operation of the cannabis farm.

Potential indirect effects on sensitive species or their potential habitat are effects that are separated from an action in either time or space. Indirect effects resulting from project implementation may affect the quantity, quality, and distribution of habitats and may have positive or negative effects on sensitive resources. Indirect effects may also be caused by temporary construction activities that increase air pollution, noise, or human presence in such a way that temporarily disrupts nearby species and habitat vitality. Erosion or increased surface runoffs that may affect down gradient waters is an example. With respect to the latter, all project grading will be subject to the typical restrictions and requirements that address erosion and runoff, including National Pollution Discharge Elimination System (NPDES) and California's General Construction Permit, which requires preparation and implementation of a Stormwater Pollution Prevention Plan (SWPPP).

The impact analysis below is based on the State CEQA Guidelines Appendix G thresholds of significance. The project is considered to have a significant impact to vegetation and wildlife if it would:

1. Have a substantial adverse effect, either directly or through habitat modifications on any species identified as candidate, sensitive, or special status in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service.
2. Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, or regulations or by the California Department of Fish and Game or U.S. Fish and Wildlife Service.
3. Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the CWA (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means.
4. Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites.
5. Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance.
6. Conflict with any provisions of an adopted habitat conservation plan, natural community conservation plan, or other approved local, regional, or state habitat conservation plan.
7. Reduce the number or restrict the range of an endangered, rare, or threatened plant or animal species or biotic community, thereby causing the species or community to drop below self-sustaining levels.

5.2 Impact Analysis and Mitigation

The following sections analyze the potential permanent and temporary direct and indirect impacts to sensitive biological resources from project activities specific to the proposed Sierra High Farm project. The mitigation measures proposed below are incorporated to minimize and avoid project impacts.

5.2.1 Special Status Plants

Suitable habitat for two (2) listed plant species occurs on-site and would be affected by the proposed activities. The species status plant species beautiful cholla (State protect cactus, CNPS 2B.2) and masonic rockcress (CNPS 2B.3) are typically associated with sandy soils in sagebrush scrub (reference Table 4 above). A field survey for special status plant species was completed on September 1, 2022 by RCI Sr. Biologist. All plant species encountered were identified to a sufficient level to determine if it was a species of concern. Based on survey results from September 1, 2022, these two species were not identified on-site and no direct effects to these special status species is anticipated.

Direct effects from the proposed project to potential habitat for special status species would occur from removal of approximately 15 acres of upland sagebrush shrub habitat during grading and construction of the four indoor cultivation buildings, associated support buildings (e.g., water tank, shop, and lab), and widening of the existing access road. Additionally, approximately ten acres of upland shrub habitat will be impacted during phase 3 of the project through removal of vegetation for outdoor cultivation. These actions would result in permanent, direct impacts to potential habitat for beautiful cholla and masonic rockcress. However, based on the abundance of similar potential habitat surrounding the project area, direct effects to potential habitat for the two special status species was determined to be less than significant.

Significance after Mitigation

There would be no significant impacts to special status plants and no mitigation is proposed.

5.2.2 Special Status Wildlife

Federally and State Protected Species

Based on initial observations of on-site habitat, there is no potential habitat for federally or state listed wildlife species. No federally or state ESA listed wildlife species have potential to occur within the Project Area.

There are 12 special status wildlife species that may occur within the Project Area. These include seven state protected bat species and five special status bird species.

There is suitable foraging habitat for bats on-site but no suitable roosting habitat present. Because of the abundance of similar foraging habitat surrounding the Project Area and the bats ability to avoid construction activities, it is determined there will be no significant impacts to the seven bat species.

There is potential for five species of special status bird species. Four of these species (Golden Eagle, Swainson's Hawk, Northern Harrier, and Prairie Falcon) may utilize the site for foraging, but there is

no suitable nesting habitat for these species within the Project Area. Similar to the bat species, the proposed project will have no significant impact on these four species.

The Brewer's sparrow is identified as having potential to nest on-site. The Brewer's sparrow is listed as a USFWS Bird of Conservation Concern and has been given a S3 ranking by the State due to its declining population. Brewer's sparrow tend to nest in low sagebrush and other shrubs. Therefore, Brewer's sparrow, along with other nesting birds, have the potential to be impacted by clearing and grading activities that remove potential nesting habitat. If clearing occurs during the nesting season, the project could result in direct impacts to the Brewer's sparrow and other nesting birds should they be present. Indirect effects from elevated noise and increased human activity may result in nest abandonment if nesting birds are present within 200 feet. These impacts are less than significant when the following mitigation is implemented.

Mitigation Measure BIO-1- Nesting Birds Surveys

The project applicant would implement the following practices for protection of bird species with the potential to nest within the Project Area.

- Pre-project surveys for nesting birds and raptors will be conducted in suitable nesting habitat within 500 feet of vegetation removal, construction, and development activities, and will be reviewed and accepted by the Mono County Community Development Department prior to site disturbance or construction activity. Determination of habitat suitability, and whether a pre-project survey is required should be based on a reconnaissance field assessment of habitat conditions before initiating projects in these areas

Survey Timing: March 1 to August 31

- If an active bird nest is located during the pre-project surveys, the project proponent will notify Mono County and the CDFW. To avoid disturbances to or loss of active nest sites, between March 1 and August 31, project activities would be delayed within 0.25 mile of (or at a distance directed by the appropriate regulatory agency) the nest to avoid disturbance until the nest is no longer active. Project activities include vegetation removal, earth moving, and construction. The 0.25-mile buffer may be reduced through consultation with Mono County and/or the CDFW Biologist.

Significance after Mitigation

Implementation of the mitigation measures BIO-1 described above would ensure potential impacts to nesting birds would be **less than significant** by avoiding the species.

Other Species of Special Concern

Greater Sage-grouse

The proposed project may remove up to 15 sagebrush communities that provide marginal sage-grouse habitat. Potential impacts from the proposed project include loss of habitat, increased vehicular traffic and potential for roadkill, trampling of nests or activities that cause nest abandonment, and introduction/expansion of invasive species that modifies habitat quality. Additionally, the construction of

aboveground transmission pole lines contributes to the fragmentation of sage-grouse habitat and increases the risk of predation by providing predator perches in sagebrush habitat.

Although potential habitat exists within the Project Area, likelihood of sage-grouse currently using the low-quality sagebrush habitat surrounding Coleville is low (2015 RTP/GPU) and there are no known lek locations within the vicinity of the Project Area (NDOW 2022). Due to the size of the Project Area and location within marginal habitat with no known occurrences of sage-grouse, the impact to sage-grouse from the proposed project is determined to be less than significant.

Mule Deer

There are no known mule deer migration corridors through the Project Area (NDOW 2022, BIOS 2022), but mule deer may potentially use the on-site shrub habitat for overwintering. Site development and increase in human activities have the potential to impact survivorship and fecundity of mule deer due to the reduction of critical browse and vehicle collisions (2015 RTP/GPU). However, based on the minimal size of impact to potential habitat relative to the surrounding availability of suitable wintering habitat and the minimal increase in traffic from the proposed project, potential impact to mule deer is determined to be less than significant.

Significance after Mitigation

There would be no significant impacts to greater sage-grouse or mule deer and no mitigation is proposed.

5.2.3 Special Status Bird Species – Migratory Birds

The Project Area provides suitable habitat for nesting and/or foraging migratory birds and other special status bird species as described above. Additionally, raptors that may be nesting within proximity to the Project Area (not anticipated to be nesting on-site) may be indirectly impacted by construction activities. The project would potentially remove 15 acres of upland shrub vegetation from clearing and grading activities. If clearing occurs during the nesting season, the project could result in direct impacts to nesting birds should they be present. Indirect effects from elevated noise and increased human activity may result in nest abandonment if nesting birds are present within 200 feet (or 500 feet for raptors). Construction activities may result in adverse impacts on breeding and nesting special status bird species should they be present.

To avoid impacts to breeding or nesting birds or minimize potential affect to less than significant levels, Mitigation Measure BIO-1 would be implemented as described above.

Significance after Mitigation

Implementation of the mitigation measure BIO-1 described above would ensure potential impacts to migratory birds and raptors would be **less than significant** by avoiding the species.

5.2.4 Invasive and Noxious weeds

Vegetation removal and soil disturbance construction of the indoor cultivation facility, road widening, and disturbance associated with power line construction could create conditions for the establishment of undesirable weed species. Once established, invasive and noxious weeds could negatively and indirectly affect native species by competing for resources such as water and light, production, and release of chemical compounds that inhibit the growth of other plants. In turn, this effect can change the community

composition through elimination or reduction of native plant species or by changing the vegetation structure. The changes in community composition or vegetation structure could affect fire regimes and can also negatively affect habitat for wildlife.

To avoid direct and indirect impacts to special status plant and wildlife species or their habitat or to minimize potential affect to less than significant levels, the following mitigation measures are proposed.

Mitigation Measure BIO-2 – Weed Surveys

Prior to construction, the entire Project Area would be surveyed for noxious weeds. All occurrences of noxious weeds would be flagged and avoided.

Mitigation Measure BIO-3 - Weed Free Certification

Straw, mulch, or gravels used for erosion control would be certified weed-free.

Significance after Mitigation

Implementation of the mitigation measures BIO-2 and BIO-3 described above would ensure potential impacts to biological resources from invasive and noxious weed species would be reduced to less than significant levels.

5.2.5 Jurisdictional Waters

The SWRCB has developed a policy for water quality control to establish principles and guidelines for cannabis cultivation, as well as the Cannabis General Order (SWRCB Order WQ 2019-0001-DWQ). The General Order includes enforceable requirements for cannabis cultivators to ensure their operations do not impact water resources. Enrollment in the Statewide Cannabis General Order is required for all legal cannabis cultivation facilities and is a required step to obtaining a CalCannabis license for cannabis cultivation. Attachment A of the General Order includes a list of Best Management Practices. To obtain coverage under the waiver or enroll under the general order, the discharger is required to submit an online application and application fee and relevant technical reports. At a minimum, the applicant would be required to provide a site management plan, nitrogen management plan, and site closure report.

Because applicable state and local regulations require water quality control measures for construction and operation of the project, this impact would be less than significant.

6.0 References

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- U.S. Fish & Wildlife Service, Sacramento Fish & Wildlife Office. 2015c. *Critical Habitat Portal*. <http://ecos.fws.gov/crithab/>. Accessed February 18, 2022.
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Attachment A

Biological Data



Selected Elements by Scientific Name

California Department of Fish and Wildlife

California Natural Diversity Database



Query Criteria: Quad (Topaz Lake (3811965) OR Coleville (3811955) OR Risue Canyon (3811954) OR Long Dry Canyon (3811964)) AND CNPS List IS (1A OR 1B OR 1B.1 OR 1B.2 OR 1B.3 OR 2A OR 2B OR 2B.1 OR 2B.2 OR 2B.3)

Species	Element Code	Federal Status	State Status	Global Rank	State Rank	Rare Plant Rank/CDFW SSC or FP
<i>Astragalus oophorus var. lavinii</i> Lavin's milk-vetch	PDFAB0F6C4	None	None	G4T2	S1	1B.2
<i>Boechea cobrensis</i> Masonic rockcress	PDBRA06080	None	None	G5	S3	2B.3
<i>Carex petasata</i> Liddon's sedge	PMCYP03AE0	None	None	G5	S3	2B.3
<i>Carex vallicola</i> western valley sedge	PMCYP03EA0	None	None	G5	S2	2B.3
<i>Cusickiella quadricostata</i> Bodie Hills cusickiella	PDBRA2V010	None	None	G2	S2	1B.2
<i>Glyceria grandis</i> American manna grass	PMPOA2Y080	None	None	G5	S3	2B.3
<i>Grusonia pulchella</i> beautiful cholla	PDCAC0D120	None	None	G4	S2	2B.2
<i>Hymenopappus filifolius var. nanus</i> little cutleaf	PDAST5103H	None	None	G5T4	S3	2B.3
<i>Polygala subspinosa</i> spiny milkwort	PDPGL021Q0	None	None	G4?	S3	2B.2
<i>Sidalcea multifida</i> cut-leaf checkerbloom	PDMAL110G0	None	None	G3	S2	2B.3
<i>Sphaeralcea grossulariifolia</i> currant-leaved desert mallow	PDMAL140U0	None	None	G4G5	S2	2B.3

Record Count: 11



Selected Elements by Element Code
California Department of Fish and Wildlife
California Natural Diversity Database



Query Criteria: Quad IS (Topaz Lake (3811965) OR Coleville (3811955) OR Risue Canyon (3811954) OR Long Dry Canyon (3811964))
 AND Taxonomic Group IS (Fish OR Amphibians OR Reptiles OR Birds OR Mammals OR Mollusks OR Arachnids OR Crustaceans OR Insects)
 AND (Federal Listing Status IS (Endangered OR Threatened OR Proposed Endangered OR Proposed Threatened) OR State Listing Status IS (Endangered OR Threatened OR Rare))

Element Code	Species	Federal Status	State Status	Global Rank	State Rank	Rare Plant Rank/CDFW SSC or FP
AAABB01040	<i>Anaxyrus canorus</i> Yosemite toad	Threatened	None	G2G3	S2S3	SSC
ABNKC10010	<i>Haliaeetus leucocephalus</i> bald eagle	Delisted	Endangered	G5	S3	FP
AFCHA02081	<i>Oncorhynchus clarkii henshawi</i> Lahontan cutthroat trout	Threatened	None	G5T3	S1	
AMAJF03010	<i>Gulo gulo</i> wolverine	None	Threatened	G4	S1	FP

Record Count: 4

IPaC resource list

This report is an automatically generated list of species and other resources such as critical habitat (collectively referred to as *trust resources*) under the U.S. Fish and Wildlife Service's (USFWS) jurisdiction that are known or expected to be on or near the project area referenced below. The list may also include trust resources that occur outside of the project area, but that could potentially be directly or indirectly affected by activities in the project area. However, determining the likelihood and extent of effects a project may have on trust resources typically requires gathering additional site-specific (e.g., vegetation/species surveys) and project-specific (e.g., magnitude and timing of proposed activities) information.

Below is a summary of the project information you provided and contact information for the USFWS office(s) with jurisdiction in the defined project area. Please read the introduction to each section that follows (Endangered Species, Migratory Birds, USFWS Facilities, and NWI Wetlands) for additional information applicable to the trust resources addressed in that section.

Location

Mono County, California



Local office

Reno Fish And Wildlife Office

☎ (775) 861-6300

📠 (775) 861-6301

1340 Financial Boulevard, Suite 234

Reno, NV 89502-7147

<http://www.fws.gov/reno/>

Endangered species

This resource list is for informational purposes only and does not constitute an analysis of project level impacts.

The primary information used to generate this list is the known or expected range of each species. Additional areas of influence (AOI) for species are also considered. An AOI includes areas outside of the species range if the species could be indirectly affected by activities in that area (e.g., placing a dam upstream of a fish population even if that fish does not occur at the dam site, may indirectly impact the species by reducing or eliminating water flow downstream). Because species can move, and site conditions can change, the species on this list are not guaranteed to be found on or near the project area. To fully determine any potential effects to species, additional site-specific and project-specific information is often required.

Section 7 of the Endangered Species Act **requires** Federal agencies to "request of the Secretary information whether any species which is listed or proposed to be listed may be present in the area of such proposed action" for any project that is conducted, permitted, funded, or licensed by any Federal agency. A letter from the local office and a species list which fulfills this requirement can **only** be obtained by requesting an official species list from either the Regulatory Review section in IPaC (see directions below) or from the local field office directly.

For project evaluations that require USFWS concurrence/review, please return to the IPaC website and request an official species list by doing the following:

1. Draw the project location and click CONTINUE.
2. Click DEFINE PROJECT.
3. Log in (if directed to do so).
4. Provide a name and description for your project.
5. Click REQUEST SPECIES LIST.

Listed species¹ and their critical habitats are managed by the [Ecological Services Program](#) of the U.S. Fish and Wildlife Service (USFWS) and the fisheries division of the National Oceanic and Atmospheric Administration (NOAA Fisheries²).

Species and critical habitats under the sole responsibility of NOAA Fisheries are **not** shown on this list. Please contact [NOAA Fisheries](#) for [species under their jurisdiction](#).

-
1. Species listed under the [Endangered Species Act](#) are threatened or endangered; IPaC also shows species that are candidates, or proposed, for listing. See the [listing status page](#) for more information. IPaC only shows species that are regulated by USFWS (see FAQ).
 2. [NOAA Fisheries](#), also known as the National Marine Fisheries Service (NMFS), is an office of the National Oceanic and Atmospheric Administration within the Department of Commerce.

The following species are potentially affected by activities in this location:

Birds

NAME	STATUS
Southwestern Willow Flycatcher <i>Empidonax traillii extimus</i> Wherever found There is final critical habitat for this species. The location of the critical habitat is not available. https://ecos.fws.gov/ecp/species/6749	Endangered
Yellow-billed Cuckoo <i>Coccyzus americanus</i> There is final critical habitat for this species. The location of the critical habitat is not available. https://ecos.fws.gov/ecp/species/3911	Threatened

Amphibians

NAME	STATUS
Sierra Nevada Yellow-legged Frog <i>Rana sierrae</i> Wherever found There is final critical habitat for this species. The location of the critical habitat is not available. https://ecos.fws.gov/ecp/species/9529	Endangered
Yosemite Toad <i>Anaxyrus canorus</i> Wherever found There is final critical habitat for this species. The location of the critical habitat is not available. https://ecos.fws.gov/ecp/species/7255	Threatened

Insects

NAME	STATUS
Monarch Butterfly <i>Danaus plexippus</i> Wherever found No critical habitat has been designated for this species. https://ecos.fws.gov/ecp/species/9743	Candidate

Critical habitats

Potential effects to critical habitat(s) in this location must be analyzed along with the endangered species themselves.

THERE ARE NO CRITICAL HABITATS AT THIS LOCATION.

Migratory birds

Certain birds are protected under the Migratory Bird Treaty Act¹ and the Bald and Golden Eagle Protection Act².

Any person or organization who plans or conducts activities that may result in impacts to migratory birds, eagles, and their habitats should follow appropriate regulations and consider implementing appropriate conservation measures, as described [below](#).

1. The [Migratory Birds Treaty Act](#) of 1918.
2. The [Bald and Golden Eagle Protection Act](#) of 1940.

Additional information can be found using the following links:

- Birds of Conservation Concern <http://www.fws.gov/birds/management/managed-species/birds-of-conservation-concern.php>
- Measures for avoiding and minimizing impacts to birds <http://www.fws.gov/birds/management/project-assessment-tools-and-guidance/conservation-measures.php>
- Nationwide conservation measures for birds <http://www.fws.gov/migratorybirds/pdf/management/nationwidestandardconservationmeasures.pdf>

The birds listed below are birds of particular concern either because they occur on the [USFWS Birds of Conservation Concern](#) (BCC) list or warrant special attention in your project location. To learn more about the levels of concern for birds on your list and how this list is generated, see the FAQ [below](#). This is not a list of every bird you may find in this location, nor a guarantee that every bird on this list will be found in your project area. To see exact locations of where birders and the general public have sighted birds in and around your project area, visit the [E-bird data mapping tool](#) (Tip: enter your location, desired date range and a species on your list). For projects that occur off the Atlantic Coast, additional maps and models detailing the relative occurrence and abundance of bird species on your list are available. Links to additional information about Atlantic Coast birds, and other important information about your migratory bird list, including how to properly interpret and use your migratory bird report, can be found [below](#).

For guidance on when to schedule activities or implement avoidance and minimization measures to reduce impacts to migratory birds on your list, click on the PROBABILITY OF PRESENCE SUMMARY at the top of your list to see when these birds are most likely to be present and breeding in your project area.

NAME

BREEDING SEASON (IF A BREEDING SEASON IS INDICATED FOR A BIRD ON YOUR LIST, THE BIRD MAY BREED IN YOUR PROJECT AREA SOMETIME WITHIN THE TIMEFRAME SPECIFIED, WHICH IS A VERY LIBERAL ESTIMATE OF THE DATES INSIDE

WHICH THE BIRD BREEDS
ACROSS ITS ENTIRE RANGE.
"BREEDS ELSEWHERE" INDICATES
THAT THE BIRD DOES NOT LIKELY
BREED IN YOUR PROJECT AREA.)

Bald Eagle *Haliaeetus leucocephalus*

Breeds Dec 1 to Aug 31

This is not a Bird of Conservation Concern (BCC) in this area, but warrants attention because of the Eagle Act or for potential susceptibilities in offshore areas from certain types of development or activities.

<https://ecos.fws.gov/ecp/species/1626>

Pinyon Jay *Gymnorhinus cyanocephalus*

Breeds Feb 15 to Jul 15

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

<https://ecos.fws.gov/ecp/species/9420>

Probability of Presence Summary

The graphs below provide our best understanding of when birds of concern are most likely to be present in your project area. This information can be used to tailor and schedule your project activities to avoid or minimize impacts to birds. Please make sure you read and understand the FAQ "Proper Interpretation and Use of Your Migratory Bird Report" before using or attempting to interpret this report.

Probability of Presence (■)

Each green bar represents the bird's relative probability of presence in the 10km grid cell(s) your project overlaps during a particular week of the year. (A year is represented as 12 4-week months.) A taller bar indicates a higher probability of species presence. The survey effort (see below) can be used to establish a level of confidence in the presence score. One can have higher confidence in the presence score if the corresponding survey effort is also high.

How is the probability of presence score calculated? The calculation is done in three steps:

1. The probability of presence for each week is calculated as the number of survey events in the week where the species was detected divided by the total number of survey events for that week. For example, if in week 12 there were 20 survey events and the Spotted Towhee was found in 5 of them, the probability of presence of the Spotted Towhee in week 12 is 0.25.
2. To properly present the pattern of presence across the year, the relative probability of presence is calculated. This is the probability of presence divided by the maximum probability of presence across all weeks. For example, imagine the probability of presence in week 20 for the Spotted Towhee is 0.05, and that the probability of presence at week 12 (0.25) is the maximum of any week of the year. The relative probability of presence on week 12 is $0.25/0.25 = 1$; at week 20 it is $0.05/0.25 = 0.2$.
3. The relative probability of presence calculated in the previous step undergoes a statistical conversion so that all possible values fall between 0 and 10, inclusive. This is the probability of presence score.

To see a bar's probability of presence score, simply hover your mouse cursor over the bar.

Breeding Season (■)

Yellow bars denote a very liberal estimate of the time-frame inside which the bird breeds across its entire range. If there are no yellow bars shown for a bird, it does not breed in your project area.

Survey Effort (|)

Vertical black lines superimposed on probability of presence bars indicate the number of surveys performed for that species in the 10km grid cell(s) your project area overlaps. The number of surveys is expressed as a range, for example, 33 to 64 surveys.

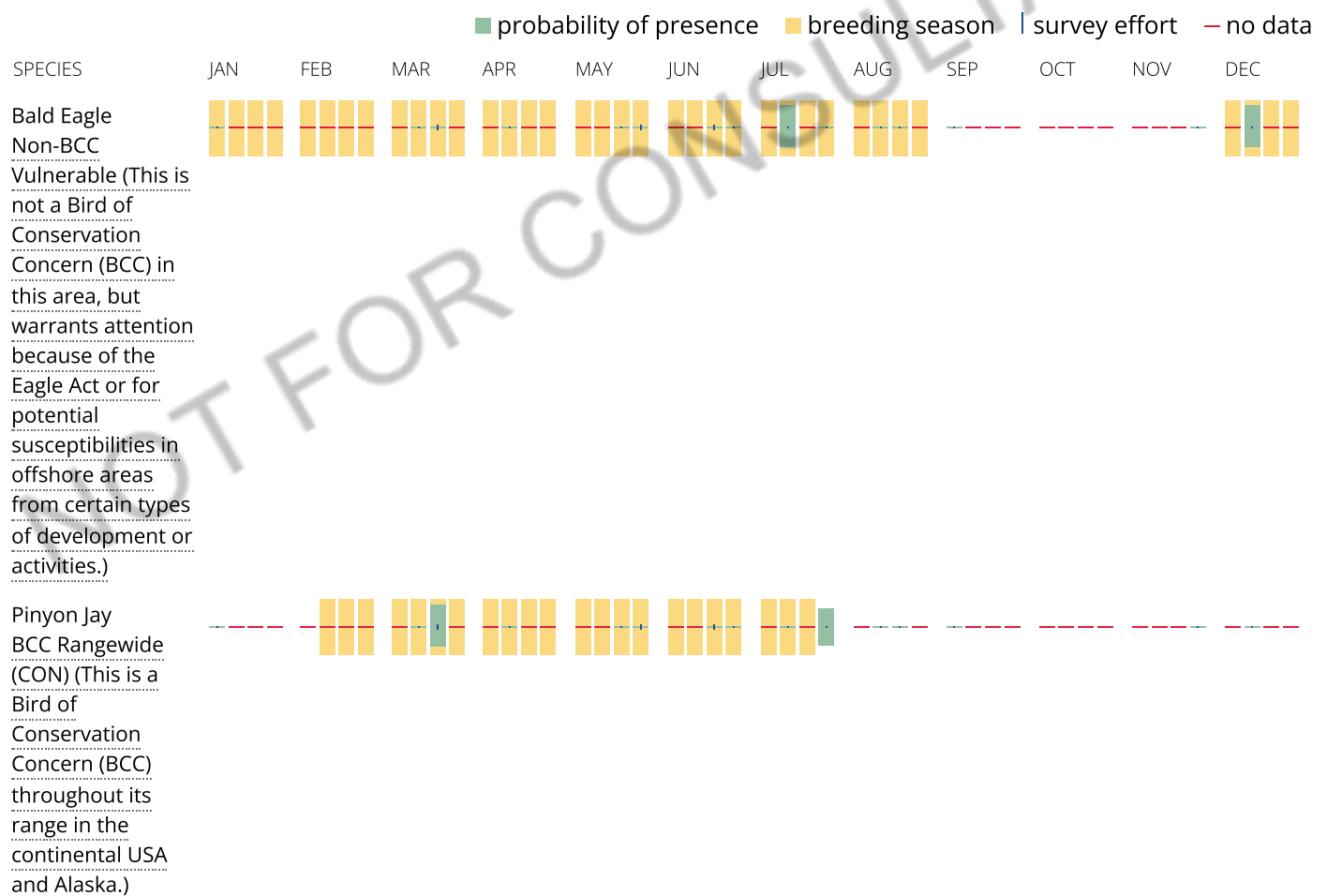
To see a bar's survey effort range, simply hover your mouse cursor over the bar.

No Data (—)

A week is marked as having no data if there were no survey events for that week.

Survey Timeframe

Surveys from only the last 10 years are used in order to ensure delivery of currently relevant information. The exception to this is areas off the Atlantic coast, where bird returns are based on all years of available data, since data in these areas is currently much more sparse.



Tell me more about conservation measures I can implement to avoid or minimize impacts to migratory birds.

[Nationwide Conservation Measures](#) describes measures that can help avoid and minimize impacts to all birds at any location year round. Implementation of these measures is particularly important when birds are most likely to occur in the project area. When birds may be breeding in the area, identifying the locations of any active nests and

avoiding their destruction is a very helpful impact minimization measure. To see when birds are most likely to occur and be breeding in your project area, view the Probability of Presence Summary. [Additional measures](#) or [permits](#) may be advisable depending on the type of activity you are conducting and the type of infrastructure or bird species present on your project site.

What does IPaC use to generate the migratory birds potentially occurring in my specified location?

The Migratory Bird Resource List is comprised of USFWS [Birds of Conservation Concern \(BCC\)](#) and other species that may warrant special attention in your project location.

The migratory bird list generated for your project is derived from data provided by the [Avian Knowledge Network \(AKN\)](#). The AKN data is based on a growing collection of [survey, banding, and citizen science datasets](#) and is queried and filtered to return a list of those birds reported as occurring in the 10km grid cell(s) which your project intersects, and that have been identified as warranting special attention because they are a BCC species in that area, an eagle ([Eagle Act](#) requirements may apply), or a species that has a particular vulnerability to offshore activities or development.

Again, the Migratory Bird Resource list includes only a subset of birds that may occur in your project area. It is not representative of all birds that may occur in your project area. To get a list of all birds potentially present in your project area, please visit the [AKN Phenology Tool](#).

What does IPaC use to generate the probability of presence graphs for the migratory birds potentially occurring in my specified location?

The probability of presence graphs associated with your migratory bird list are based on data provided by the [Avian Knowledge Network \(AKN\)](#). This data is derived from a growing collection of [survey, banding, and citizen science datasets](#).

Probability of presence data is continuously being updated as new and better information becomes available. To learn more about how the probability of presence graphs are produced and how to interpret them, go the Probability of Presence Summary and then click on the "Tell me about these graphs" link.

How do I know if a bird is breeding, wintering, migrating or present year-round in my project area?

To see what part of a particular bird's range your project area falls within (i.e. breeding, wintering, migrating or year-round), you may refer to the following resources: [The Cornell Lab of Ornithology All About Birds Bird Guide](#), or (if you are unsuccessful in locating the bird of interest there), the [Cornell Lab of Ornithology Neotropical Birds guide](#). If a bird on your migratory bird species list has a breeding season associated with it, if that bird does occur in your project area, there may be nests present at some point within the timeframe specified. If "Breeds elsewhere" is indicated, then the bird likely does not breed in your project area.

What are the levels of concern for migratory birds?

Migratory birds delivered through IPaC fall into the following distinct categories of concern:

1. "BCC Rangewide" birds are [Birds of Conservation Concern \(BCC\)](#) that are of concern throughout their range anywhere within the USA (including Hawaii, the Pacific Islands, Puerto Rico, and the Virgin Islands);
2. "BCC - BCR" birds are BCCs that are of concern only in particular Bird Conservation Regions (BCRs) in the continental USA; and
3. "Non-BCC - Vulnerable" birds are not BCC species in your project area, but appear on your list either because of the [Eagle Act](#) requirements (for eagles) or (for non-eagles) potential susceptibilities in offshore areas from certain types of development or activities (e.g. offshore energy development or longline fishing).

Although it is important to try to avoid and minimize impacts to all birds, efforts should be made, in particular, to avoid and minimize impacts to the birds on this list, especially eagles and BCC species of rangewide concern. For more information on conservation measures you can implement to help avoid and minimize migratory bird impacts and requirements for eagles, please see the FAQs for these topics.

Details about birds that are potentially affected by offshore projects

For additional details about the relative occurrence and abundance of both individual bird species and groups of bird species within your project area off the Atlantic Coast, please visit the [Northeast Ocean Data Portal](#). The Portal also offers data and information about other taxa besides birds that may be helpful to you in your project review. Alternately, you may download the bird model results files underlying the portal maps through the [NOAA NCCOS Integrative Statistical Modeling and Predictive Mapping of Marine Bird Distributions and Abundance on the Atlantic Outer Continental Shelf](#) project webpage.

Bird tracking data can also provide additional details about occurrence and habitat use throughout the year, including migration. Models relying on survey data may not include this information. For additional information on marine bird tracking data, see the [Diving Bird Study](#) and the [nanotag studies](#) or contact [Caleb Spiegel](#) or [Pam Loring](#).

What if I have eagles on my list?

If your project has the potential to disturb or kill eagles, you may need to [obtain a permit](#) to avoid violating the Eagle Act should such impacts occur.

Proper Interpretation and Use of Your Migratory Bird Report

The migratory bird list generated is not a list of all birds in your project area, only a subset of birds of priority concern. To learn more about how your list is generated, and see options for identifying what other birds may be in your project area, please see the FAQ "What does IPaC use to generate the migratory birds potentially occurring in my specified location". Please be aware this report provides the "probability of presence" of birds within the 10 km grid cell(s) that overlap your project; not your exact project footprint. On the graphs provided, please also look carefully at the survey effort (indicated by the black vertical bar) and for the existence of the "no data" indicator (a red horizontal bar). A high survey effort is the key component. If the survey effort is high, then the probability of presence score can be viewed as more dependable. In contrast, a low survey effort bar or no data bar means a lack of data and, therefore, a lack of certainty about presence of the species. This list is not perfect; it is simply a starting point for identifying what birds of concern have the potential to be in your project area, when they might be there, and if they might be breeding (which means nests might be present). The list helps you know what to look for to confirm presence, and helps guide you in knowing when to implement conservation measures to avoid or minimize potential impacts from your project activities, should presence be confirmed. To learn more about conservation measures, visit the FAQ "Tell me about conservation measures I can implement to avoid or minimize impacts to migratory birds" at the bottom of your migratory bird trust resources page.

Facilities

Wildlife refuges and fish hatcheries

REFUGE AND FISH HATCHERY INFORMATION IS NOT AVAILABLE AT THIS TIME

Wetlands in the National Wetlands Inventory

Impacts to [NWI wetlands](#) and other aquatic habitats may be subject to regulation under Section 404 of the Clean Water Act, or other State/Federal statutes.

For more information please contact the Regulatory Program of the local [U.S. Army Corps of Engineers District](#).

Please note that the NWI data being shown may be out of date. We are currently working to update our NWI data set. We recommend you verify these results with a site visit to determine the actual extent of wetlands on site.

This location overlaps the following wetlands:

FRESHWATER POND

[PUSC](#)

RIVERINE

[R4SBCx](#)

[R4SBJ](#)

[R4SBA](#)

A full description for each wetland code can be found at the [National Wetlands Inventory website](#)

Data limitations

The Service's objective of mapping wetlands and deepwater habitats is to produce reconnaissance level information on the location, type and size of these resources. The maps are prepared from the analysis of high altitude imagery. Wetlands are identified based on vegetation, visible hydrology and geography. A margin of error is inherent in the use of imagery; thus, detailed on-the-ground inspection of any particular site may result in revision of the wetland boundaries or classification established through image analysis.

The accuracy of image interpretation depends on the quality of the imagery, the experience of the image analysts, the amount and quality of the collateral data and the amount of ground truth verification work conducted. Metadata should be consulted to determine the date of the source imagery used and any mapping problems.

Wetlands or other mapped features may have changed since the date of the imagery or field work. There may be occasional differences in polygon boundaries or classifications between the information depicted on the map and the actual conditions on site.

Data exclusions

Certain wetland habitats are excluded from the National mapping program because of the limitations of aerial imagery as the primary data source used to detect wetlands. These habitats include seagrasses or submerged aquatic vegetation that are found in the intertidal and subtidal zones of estuaries and nearshore coastal waters. Some deepwater reef communities (coral or tubercid worm reefs) have also been excluded from the inventory. These habitats, because of their depth, go undetected by aerial imagery.

Data precautions

Federal, state, and local regulatory agencies with jurisdiction over wetlands may define and describe wetlands in a different manner than that used in this inventory. There is no attempt, in either the design or products of this

inventory, to define the limits of proprietary jurisdiction of any Federal, state, or local government or to establish the geographical scope of the regulatory programs of government agencies. Persons intending to engage in activities involving modifications within or adjacent to wetland areas should seek the advice of appropriate federal, state, or local agencies concerning specified agency regulatory programs and proprietary jurisdictions that may affect such activities.

NOT FOR CONSULTATION



STEVE SISOLAK
Governor

STATE OF NEVADA

DEPARTMENT OF WILDLIFE

6980 Sierra Center Parkway, Suite 120

Reno, Nevada 89511

Phone (775) 688-1500 • Fax (775) 688-1595

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Alaina Russky
GIS Technician
Resource Concepts INC
340 N Minnesota St
Carson City, Nevada 89703

March 1, 2022

Re: Sierra High Farms

Dear Alaina Russky:

I am responding to your request for information from the Nevada Department of Wildlife (NDOW) on the known or potential occurrence of wildlife resources in the vicinity of the Sierra High Farms located in Douglas County, Nevada. In order to fulfill your request, an analysis was performed using the best available data from the NDOW's wildlife occurrences, raptor nest sites and ranges, greater sage-grouse leks and habitat, and big game distributions databases. No warranty is made by the NDOW as to the accuracy, reliability, or completeness of the data for individual use or aggregate use with other data. These data should be considered **sensitive** and may contain information regarding the location of sensitive wildlife species or resources. All appropriate measures should be taken to ensure that the use of this data is strictly limited to serve the needs of the project described on your GIS Data Request Form. Abuse of this information has the potential to adversely affect the existing ecological status of Nevada's wildlife resources and could be cause for the denial of future data requests.

To adequately provide wildlife resource information in the vicinity of the proposed project the NDOW delineated an area of interest that included a four-mile buffer around the project area provided by you on Monday, March 28, 2022. Wildlife resource data was queried from the NDOW databases based on this area of interest. The results of this analysis are summarized below.

Big Game - Occupied mule deer distribution exists within portions of the project area and four-mile buffer area. No known occupied bighorn sheep, elk, or pronghorn antelope distributions exist in the vicinity of the project area. Please refer to the attached maps for details regarding big game distributions relative to the proposed project area.

Greater Sage-Grouse - Habitat for the greater sage-grouse Bi-State distinct population segment exists throughout the entire project area and portions of the four-mile buffer area. Please refer to the attached map for details regarding greater sage-grouse habitat relative to the proposed project area. There are no known radio-marked greater sage-grouse tracking locations in the vicinity of the project area. There are no known greater sage-grouse lek sites in the vicinity of the project area.

Lahontan Cutthroat Trout - are known to exist in the vicinity of the project area in the Middle West Walker River watershed.

Raptors - Various species of raptors, which use diverse habitat types, may reside in the vicinity of the project area. American kestrel, bald eagle, barn owl, burrowing owl, Cooper's hawk, ferruginous hawk, flammulated owl, golden eagle, great horned owl, long-eared owl, merlin, northern goshawk, northern harrier, northern pygmy owl, northern saw-whet owl, osprey, peregrine falcon, red-tailed hawk, rough-legged hawk, sharp-shinned hawk, short-eared owl, Swainson's hawk, turkey vulture, and western screech owl have distribution ranges that include the project area and four-mile buffer area. Furthermore, bald eagle, Cooper's hawk, and prairie falcon have been directly observed in the vicinity of the project

area.

Raptor species are protected by State and Federal laws. In addition, bald eagle, burrowing owl, California spotted owl, ferruginous hawk, flammulated owl, golden eagle, northern goshawk, peregrine falcon, prairie falcon, and short-eared owl are NDOW species of special concern and are target species for conservation as outlined by the Nevada Wildlife Action Plan. Per the *Interim Golden Eagle Technical Guidance: Inventory and Monitoring Protocols; and Other Recommendations in Support of Golden Eagle Management and Permit Issuance* (United States Fish and Wildlife Service 2010) we have queried our raptor nest database to include raptor nest sites within ten miles of the proposed project area. There are two known raptor nest sites within ten miles of the project area:

Last Active	Last Check	Township/Range/Section	Probable Use
	4/22/1976		eagle
	5/10/1977		eagle

Other Wildlife Resources

There are no water developments in the vicinity of the project area. The following species have also been observed in the vicinity of the project area:

Common Name	ESA	State	SWAP SoCP
mountain lion			

ESA: Endangered Species Act Status

State: State of Nevada Special Status

SWAP SoCP: Nevada State Wildlife Action Plan (2012) Species of Conservation Priority

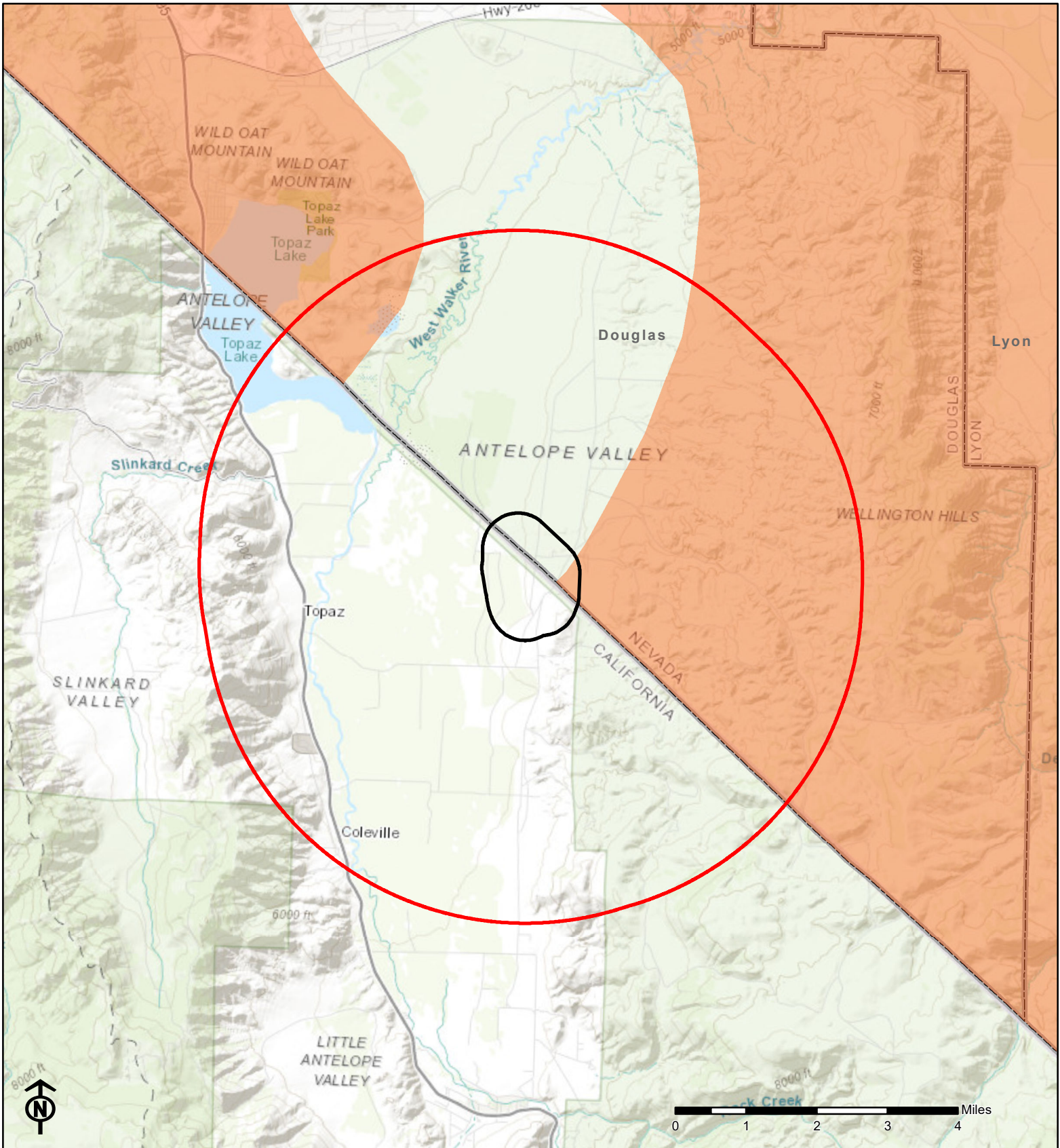
The proposed project area may also be in the vicinity of abandoned mine workings, which often provide habitat for state and federally protected wildlife, especially bat species, many of which are protected under NAC 503.030. To request data regarding known abandoned mine workings in the vicinity of the project area please contact the Nevada Division of Minerals (<http://minerals.state.nv.us/>).




The above information is based on data stored at our Reno Headquarters Office and does not necessarily incorporate the most up to date wildlife resource information collected in the field. Please contact the Habitat Division Supervising Biologist at our to discuss the current environmental conditions for your project area and the interpretation of our analysis. Furthermore, it should be noted that the information detailed above is preliminary in nature and not necessarily an identification of every wildlife resource concern associated with the proposed project. Consultation with the Supervising Habitat biologist will facilitate the development of appropriate survey protocols and avoidance or mitigation measures that may be required to address potential impacts to wildlife resources.

Katie Andrie - Western Region Supervising Habitat Biologist (775.688.1145)

Federally listed Threatened and Endangered species are also under the jurisdiction of the United States Fish and Wildlife Service. Please contact them for more information regarding these species.

If you have any questions regarding the results or methodology of this analysis, please do not hesitate to contact Jinna Larkin at (775) 688-1580.



-  Project Area
-  Four Mile Buffer Area Boundary
-  Mule Deer Distribution

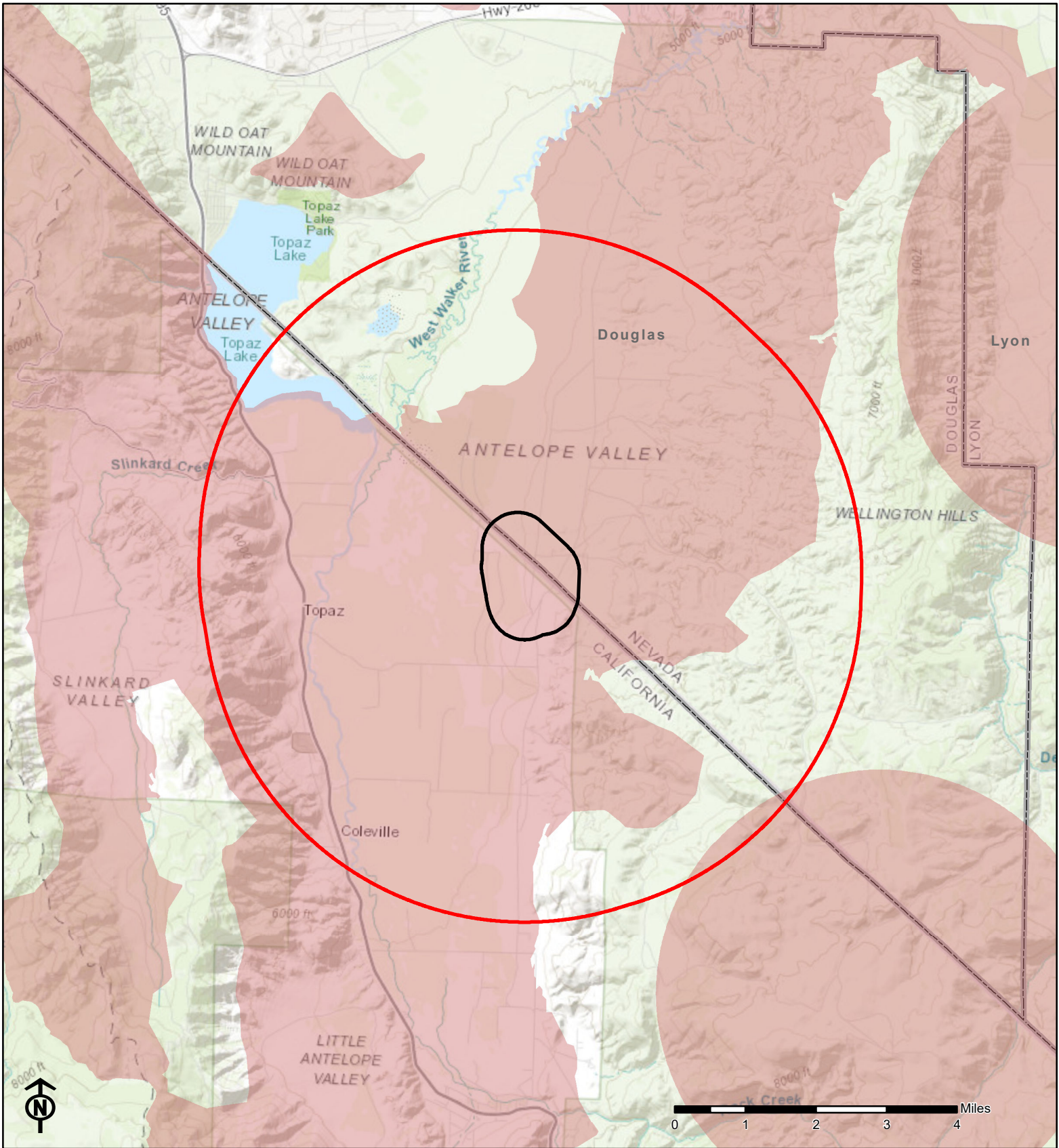
Sierra High Farms Mule Deer Distribution







March 01, 2022

Projection: UTM Zone 11 North, NAD83

No warranty is made by the Nevada Department of Wildlife as to the accuracy, reliability, or completeness of the data for individual use or aggregate use with other data.





-  Project Area
-  Four Mile Buffer Area Boundary
-  Priority Habitat
-  General Habitat
-  Other Habitat
-  Bi-State Habitat

Sierra High Farms Greater Sage-Grouse Habitat

March 01, 2022

Projection: UTM Zone 11 North, NAD83

No warranty is made by the Nevada Department of Wildlife as to the accuracy, reliability, or completeness of the data for individual use or aggregate use with other data.



Appendix C

Class III Archaeological Inventory for the Proposed Sierra High
Farms Cannabis Cultivation Project

April 21, 2022

**Class III Archaeological Inventory for the Proposed
Chichewa/Sierra High Farms Cannabis Cultivation Project,
Mono County, California (APN 001-150-004)**

Prepared By:
Michael Drews
Project Archaeologist

Submitted To:
Resource Concepts, Inc

Mono County Community Development Department
P.O. Box 8
Bridgeport, California 93517

Great Basin Consulting Group, LLC Project Number: 2022-100

April 21, 2022



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ADMINISTRATIVE SUMMARY

On March 30, 2022, Michael Drews from Great Basin Consulting Group, LLC, completed a Class III Archaeological Inventory for the proposed Chichewa/Sierra High Farms Cannabis Cultivation Project in Mono County, California (APN 001-150-004). The inventory was conducted to meet California Environmental Quality Act (CEQA) and AB 52 requirements.

APN 001-150-004 covers approximately 123.63 acres. The proposed project includes one 4,000 square foot building for cultivation and processing with 400 square foot of canopy area, four 8,000 square foot buildings for cultivation and processing each with 2,500 square foot of canopy area and employee restrooms, a 2,500 square foot maintenance shop, an outdoor cultivation area not exceeding 10 acres, four storage containers, and a 2,100 square foot drying shed. The inventory covered approximately 18 acres within the northern portion of the parcel where all development is proposed.

A single horseshoe was identified during the inventory. No other cultural materials are present within the 18-acre surveyed area. The isolated artifact is not eligible to the National Register of Historic Places or the California Register of Historic Places and is not considered significant by local ordinance or resolution. A finding of No Historic Properties Effects is recommended.

Project Number: 2022-100 **Date of Field Operations:** March 30, 2022

Organization/Field Personnel: Michael Drews (Project Archaeologist),

County: Mono County

Legal Description: E½, NE ¼; Section 16, T. 9N. R.23E. MDMB

Ownership: Private

Project Area: 18 acres / 7.28 hectares

Map Reference: Long Dry Canyon, Ca. USGS 7.5 Minute Series 1994

Inventory Date(s): March 30, 2022

Inventory Type: Class III Intensive Archaeological Inventory

PROJECT DESCRIPTION

Project Name and Description

Class III Archaeological Inventory for the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004). Chichewa/Sierra High Farms proposes to construct a cannabis cultivation project on a portion of APN 001-150-004 west of Topaz, California near the Nevada border in northwestern Mono County.

Sierra High Farms is an adult/medical cannabis production and distribution facility. Product will be grown both indoor and outdoor. The indoor cultivation portion of the project will operate under a California Micro-business license issued by the DCC (Bureau of Cannabis Control) and will consist of cultivation, distribution, and non-storefront retail.

The outdoor portion will operate on a cultivator's license issued by the DCC. The property has the land use designation AG10 on which cannabis activities are allowed subject to a use permit and operation permit approved by Mono County.

The project site consists of approximately three (3) acres of site improvements for indoor cultivation use including greenhouses, lab, nursery, maintenance shop building, driveways, parking, and on-site wastewater treatment system. Components include:

- Four (4) 8,000 square-foot greenhouses (80' by 100') \ (up to 10,500 sq ft indoor mature plant canopy)
- One cultivation lab (4,200 sq ft, 60' by 70')
- One maintenance shop (2,400 sq ft, 40' by 60')
- One drying shed (2,100 sq ft, 35' by 65')
- One nursery and processing building (5,000 sq ft, 50' by 100')
- One well pump house 150 sq ft (10x15')
- Water tank house (need dimensions)
- Three water storage tanks (5,000 gallons).

The outdoor cultivation area covers ten (10) acres and includes:

- Ten (10) acres of outdoor cannabis cultivation area including hoop house structures
- Four storage containers of approximately 8 x 40' for outdoor cultivation tools and storage use.

The cultural resources inventory covered approximately 18 acres within the northern portion of the parcel where indoor and outdoor development is proposed. Access is via existing road. All staging will be confined to the development footprint.

In compliance with CEQA (Public Resources Code 2100 et seq.) and sections pertaining to historic resources (PRC 5024, PRC 5025(f), PRC 5024.1, PRC 5025.5) Great Basin Consulting Group, LLC was contracted by Resource Concepts Inc. (RCI) to complete a Class III archaeological inventory within the project area.

APN 001-150-004 is located near the town of Topaz, just south of Topaz Lake along the west side of Antelope Valley in northern Mono County (Figure 1). Antelope Valley is a 3.5 mile wide by 15 mile long alluvial plain drained by the West Walker River. The river flows northward through the valley eventually emptying into Walker Lake. The West Walker River Canyon marks the southern boundary of Antelope Valley while Topaz Lake, an agricultural reservoir and the Pine Nut Mountains lie at the northern edge of the valley. Step faults along the eastern edge of the Sierra Nevada define the western edge of Antelope Valley, the Sweetwater Mountains and Wellington Hills define the valley's eastern boundary. Vegetation in the area is typical of the Great Basin. Pinon and juniper occur in the surrounding mountains, sage and buckbrush dominate the mountain pediment and non-agricultural lands along the valley bottom. Agricultural fields characterize most of the valley floor (Figure 2). Small residential parcels on lots of 1 to 5 acres occur along US 395. Scattered cottonwoods and willows occur along ditches and as shade trees or windbreaks at farmsteads.

The project area lies along the east side of the valley and abuts the Nevada State Line. Access to the parcel is via Eastside Road and a road following the state line. Most of the parcel is covered by scattered sagebrush and crossed by existing roads. The parcel covers approximately 128 acres, of which only the northern 18 acres are proposed for development (Figure 3). Agricultural fields lie just west of the property. The area proposed for development has been disturbed by brush clearing, leaving only about 5.25 acres of undisturbed land.

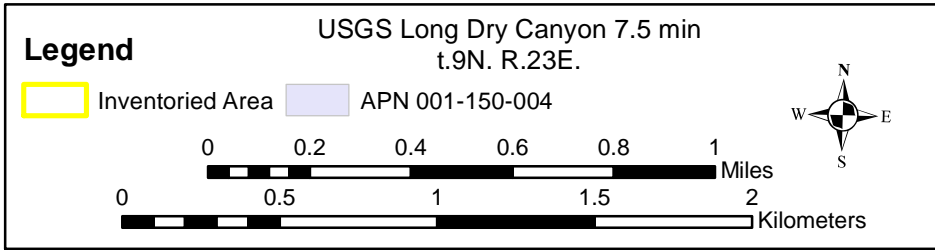
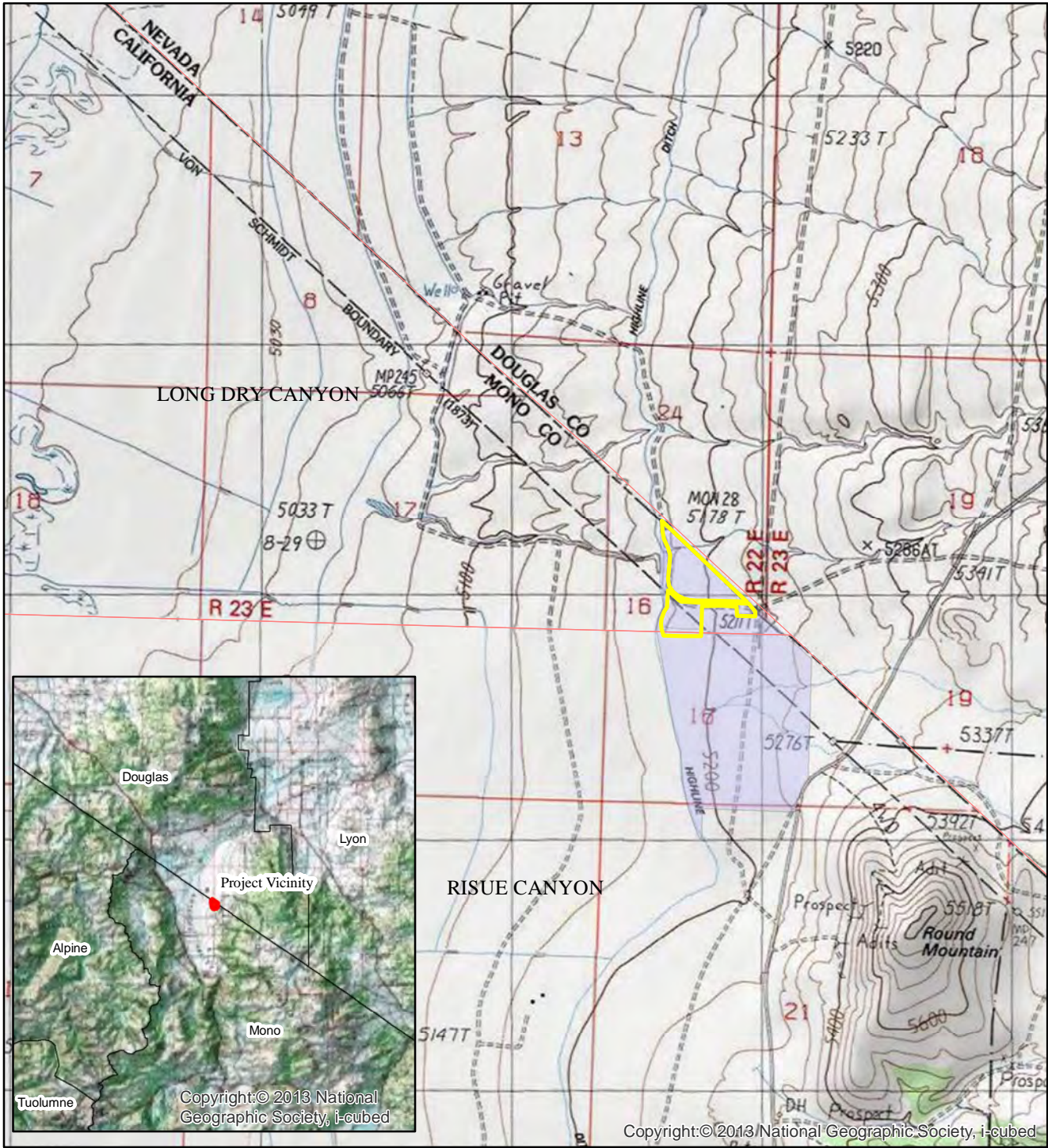


Figure 1. Sierra High Farms Project Location

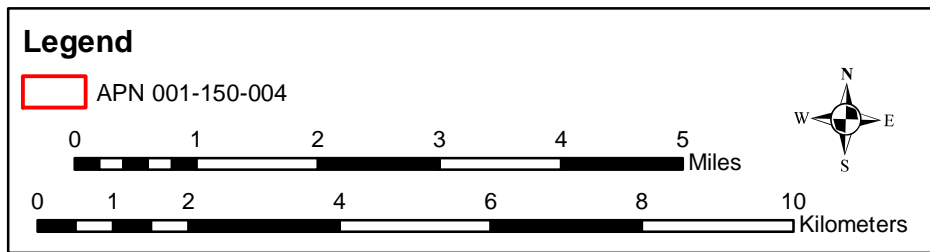


Figure 2. Sierra High Farms Project Vicinity.

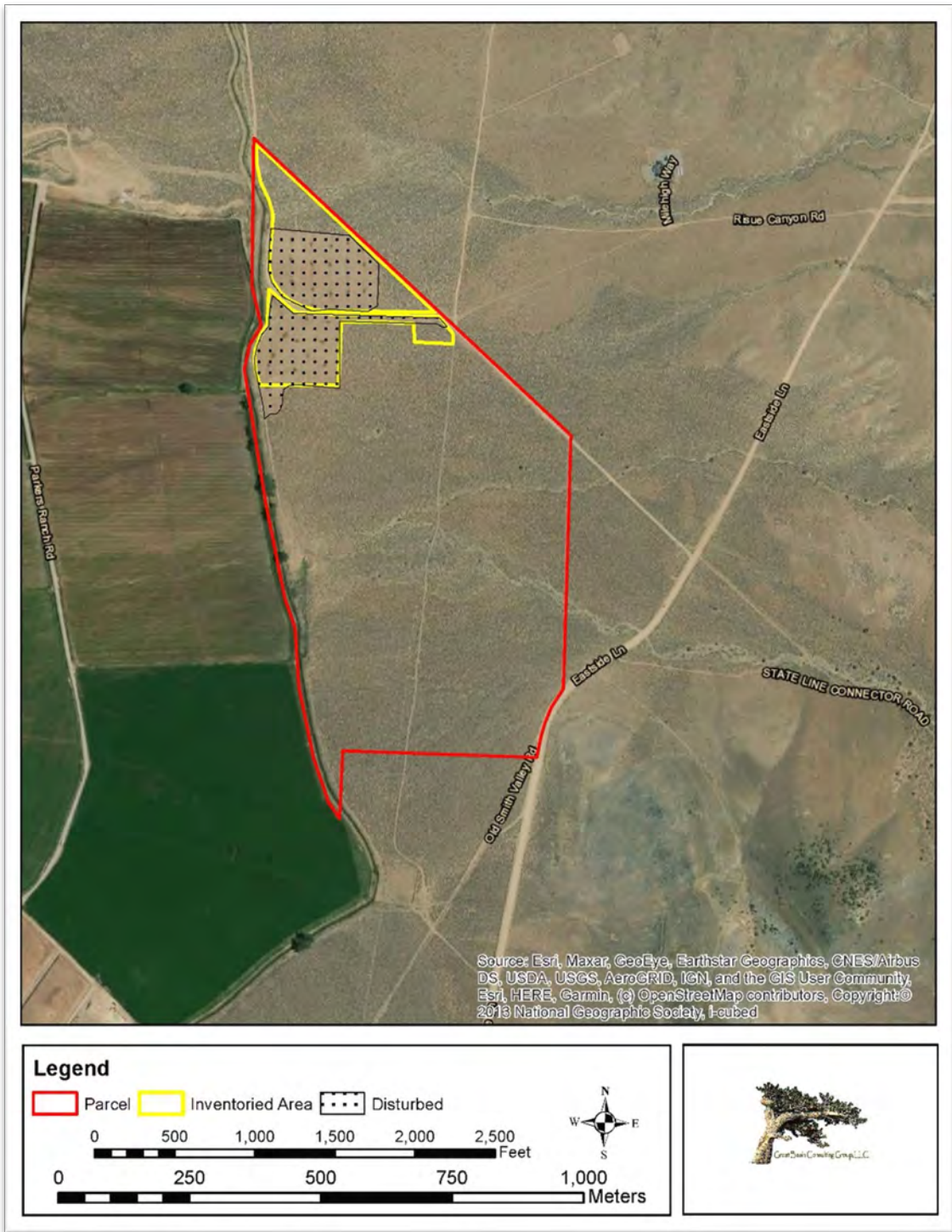


Figure 3. Sierra High Farms Project Area.

RESEARCH METHODS

Archival Review

Prior to the field visit, pertinent site records and documentation was requested of the California Historic Resource Information System, Eastern Information Center (EIC) and records available in the Nevada Cultural Resources Information System (NVCRIS) were consulted. The request included documentation of existing resources, reports, historic properties, determinations of eligibility, properties listed on the California Inventory of Historical Resources (1976), and any historic maps and local inventories within a ½ mile buffer of the project area.

On March 24, 2022, EIC responded to the records search request (Appendix 1). They indicate that no cultural resource inventories or cultural resources have been recorded within one-half mile of the project parcel. A search of NVCRIS shows one inventory (*A Cultural Resources Survey Report for Enhancement of Operations and Training Proficiency at Marine Corps Mountain Warfare Training Center, Mono County, California, and Douglas County, Lyon County, and Mineral County, Nevada* 19824/R2009041701936) and one cultural resource located along Eastside Road within the one-half mile record search extent. 26Ly1698/USFS04170208392 comprises remains of the Double Springs – Desert Creek Toll Road/Risue Canyon Road. According to the site record:

Risue Canyon Road is the western part of an 1860s toll road that began at Double Springs north of Wellington and continued south along the east side of Antelope Valley (approximating the 1850s route of the Walker River-Sonora Road) to cross through a steep canyon and east to link with Dickenson's Toll Road at Desert Creek (Maule 1938). The 1864 franchise for this toll road was issued to Thomas Rissue. It appears that Rissue hoped to develop a shortcut between the west and east forks of the Walker River, allowing traffic and freight from Antelope Valley to access Aurora in less time than by traveling further south. The toll station for this road was most likely located at Rissue's bridge crossing (of the West Walker River) 1.5 mi. south of the bridge at Hoye, and several waystations would also have been located near water sources along the route. However, little else is known about this toll route - the "canyon" portion of Rissue's road may have never been built to more than a pack trail width, or the road may have later deteriorated to a condition only fit for pack trains. Sometime in the early twentieth century, Risue Canyon Road was re-opened and improved for automobile use in conjunction with 1920s-1930s mining activities through the canyon.

The road currently functions as a maintained road and is not considered eligible to the National Register of Historic Places.

No constructed features are shown in the project vicinity on the 1874 General Land Office Rectangular Survey Plat for Township 9 North, Range 23 East. Roads currently crossing the project parcel are depicted on the 1956 Desert Creek Peak 15 minute map.

Field Methods

The project area was visited on March 30, 2022 by Michael Drews, Principal Investigator at Great Basin Consulting Group, LLC. The project area was walked utilizing transects spaced 15 meters apart. Photographs were taken at corners of the 18 acre project area and photo points mapped utilizing a Spectra Precision SP 20 GPS receiver capable of sub-meter accuracy. The tree row and site integrity was assessed.

Historical Overview

Mono County was created in 1861 from parts of Calaveras, Fresno and Mariposa Counties. Bridgeport, located 38 miles south of the project area serves as the County seat. The community of Topaz developed within the holdings of T.B. Rickey whose family began homesteading land along the West Walker River as early as 1859. The Topaz Post Office opened on the Rickey Ranch in 1885.

A January 29, 2007 article in The Record Courier (Douglas County, Nevada) contained an informative biography of T.B. Rickey. Thomas Brinley Rickey was born on August 23, 1836 in Greenfield, Ohio. He was the oldest of eleven children born to William and Liza Rickey. In 1852, at the age of 16, he migrated with his parents and six siblings from Dubuque, Iowa in search for a better life. The family settled first in the Amador County town of Volcano, then in the Ione Valley. Four additional children were born in California.

Rickey tried his hand at gold mining, quickly investing his earnings in land and cattle. In 1859, at the age of 23, Rickey drove a small herd over the Sierra Nevada into Antelope Valley. Here he established a homestead along the west side of the Walker River where he supplied beef to miners on the Comstock Lode and surrounding mines. His father William and the remainder of his family soon followed establishing homesteads along the west fork of the Walker River.

Rickey met and married Jane Caroline Jennie Gillis, the daughter of Charles Gillis, an early Genoa, Nevada pioneer and stage operator, on July 18, 1863. They had four children, all were born in Antelope Valley. Caroline M. Rickey was born in 1865, Charles William Rickey was born in 1867, Helen Nellie was born in 1869, but died of typhoid fever in 1904, and Bertha (Birdita) Lavina was born in 1871.

In 1876, Rickey partnered with Richard Kirman, a wealthy Reno banker and together they began acquiring homesteads and ranches throughout Antelope Valley. Soon, most of the valley from the mouth of the Walker River to the Pine Nut Range was under control of the Rickey Family. Eventually, the Rickey Family in partnership with Kirman came to own not only large portions of Mono County, but major portions of Owens Valley and parcels extending as far north as the Oregon Border.

Richard Kirman died in 1896 and on October 18, 1897, T.B. Rickey purchased their joint holdings from Elizabeth Kirman, including all of Section 24, T.9N. R.22E. for \$60,000 (Mono County Deeds, Book M, Page 601). Legal descriptions for all of the parcels transferred by the sale comprise ten pages in the Mono County Book of Deeds. Those properties were sold by T.B. Rickey to the Rickey Land and Cattle Company for \$85,000 in 1902.

Present-day Topaz Lane, in Mono County, was the site of the ranch's headquarters. The ranch, its main house, out-buildings, barns and corrals, sprawled in many directions. It was described as a paradise by many. The boarding house was built in 1888, also used as a hotel, it housed some of the 400 employees reported to have worked on the massive holdings of the Kirman & Rickey Cattle Company. The L-shaped building had two huge dining rooms, one for ranch employees and a kitchen attended by a Chinese cook. There were ice and store houses and even a house for the bookkeeper, Albert Bird, who was the accountant for the Rickey holdings in 1898. There was a post office, general store and a saloon, an important amenity for the time, as everyone drank and gambled in those days.

The heading of the Kirman and Rickey stationary read as follows: "Dealers in General Merchandise, dry goods, hats, caps, boots, shoes, harness, saddles, bridles, spurs, riatas, chaperejos, etc., hardware, wagons, agricultural implements and machinery-paints, oils and brushes-and a full line of goods usually kept in a first class general store". The post office was first established on the main complex in 1885 with Walter Swart as its first post master. A school was established prior to 1890, a jail and a full-

service blacksmith shop, the Rickey Ranch at Topaz was a small town unto itself. (Record Courier January 29, 2007)

In 1891, Rickey's wife Jeannie died and he married his one-time housekeeper Alice Belle Gleason Straub Crowell in 1893. The marriage, and rumors of an affair with Alice prior to Jennie's demise, alienated his children from his first marriage. In 1898, at the age of 61, Rickey and Alice, now 39 had a daughter they named Alice Brinley Rickey. They had taken up residence in Carson City on Mountain Street, and in 1907 sold an adjacent parcel that was to become the Nevada Governor's Mansion for \$10.

A plan to increase the size of Alkali Lake to irrigate lands downstream in Mason and Smith Valleys at the beginning of the 20th century created a fierce water war between the Rickey's and Henry Miller, partner in the Miller & Lux Company. Miller & Lux were headquartered in the San Joaquin Valley and had numerous holdings in California and Nevada, including ranches with irrigation rights in the Mason and Smith valleys. Miller was concerned that Rickey was removing too much Walker River water for irrigation and filed suit in federal court. Rickey claimed riparian water rights to all the water on the California side of both east and west forks of the Walker River and that Nevada users were entitled only to the water that he didn't use.

Rickey's case was based upon a previous victory by Miller and Lux (*Lux v. Haggin*); a decree that stated the riparian owner above does not have to be concerned with downstream water users. A special referee was appointed to hear the case, and Miller was joined by 160 other defendants. The hearing proceeded through the U.S. Circuit Court, Circuit Court of Appeals, and finally to the US Supreme Court where it was decided in favor of Henry Miller (*Miller et Lux v. Rickey*). Miller and Lux eventually completed the reservoir project creating the present day Topaz Lake.

The loss of the water wars was the beginning of the Rickey empire demise. In addition to his land and cattle holdings, Rickey speculated in mining and banking ventures.

Rickey is president of the State Bank and Trust Company of Nevada, the Goldfield Consolidated Water Company, the Homer Wilson Trust Company, which includes the old Sullivan Trust Company and other large interests throughout the state. He has founded a chain of banks through the state and

has erected the largest building in Southern Nevada, an immense five-story brick block on the main street of Tonopah, which is the home of the State Bank and Trust Company. He has extensive mining interests in many districts and is an owner of the Nevada-California Power Company (Beatty 1907).

The panic of 1097 brought failure to most Nevada Banks. Rickey, who used Nevada State Bank depositor's money to finance his cattle and mining enterprises was forced to close his banks and sell his vast holdings. In a paper transfer, the Antelope Valley properties listed in Book O, Page 80 of Mono County deeds was granted to his Antelope Valley Land and Cattle Company (Mono County Deeds, Book R, Page 333).

Through all the litigation and bank failures Rickey managed to retain enough money to purchase a home in Oakland, California where he died at age 84 on January 11, 1920. The remains of his ranch were managed by his grandson Charles Treadway Rickey.

INVENTORY RESULTS

A single steel horseshoe was located during the survey. It was located just south of the existing east/west road in the disturbed portion of the project area. The shoe is a plain, rolled bar with no caulks and nail fullering. It is 6 1/2 inches in diameter. The bar is 7/8 inch wide and 3/8 inch thick. Based upon its shape, it is a front, left shoe. No other artifacts were encountered during the inventory.

FINDINGS AND CONCLUSIONS

Findings

A single isolated horse shoe was located within the project area. No other cultural materials or archaeological sites were encountered. A record search by the Eastern California Information Center indicates that no site listed on the National Register of Historic Places, the California Register of Historical Resources, California Historical Landmarks or California Points of Historical Interest lie within the project area.

The single horseshoe is not associated with significant events (National Register Criterion A/California Register Criterion 1), important persons (National Register Criterion B/California Register Criterion 2). Under National Register Criterion C /California Register Criterion 3, a site can be considered significant if it: Embodies the distinctive characteristics of a type, period, region, or method of construction, or represents the Work of an Important Creative Individual or possesses High Artistic Values. Isolated artifacts are not considered significant under National Register Criterion C /California Register Criterion 3, and do they have the potential to yield information important to local, state or national prehistory or history (National Register Criterion D /California Register Criterion 4).

The isolated horseshoe is *not eligible* for inclusion in the National Register of Historic Places or the California Register of Historic Places and is not considered significant by local ordinance or resolution (Code 5020.1(k) and 5024.1(g)).:

Conclusions

On March 30, 2022 Michael Drews from Great Basin Consulting Group, LLC, visited a portion of APN 001-150-004 in order to identify extant cultural resources that may lie within a proposed 18 acre cannabis cultivation area. A single metal horseshoe was located on within the project area. No other cultural materials or archaeological sites were encountered. The isolated horseshoe is not eligible for inclusion in the National Register of Historic Places or the California Register of Historic Places. We recommend a finding of No Historic Properties effected for the proposed project.

The techniques and methods used during this investigation were such that most existing cultural material in the project area visible to surface examination has been identified. If historic properties are inadvertently discovered, reasonable efforts to avoid, minimize, or mitigate adverse effects to the property will be taken and the State Historic Preservation Officer (SHPO), Mono County Planning Department, and Indian tribes with concerns about the property, and the Advisory Council on Historic Preservation (Council) will be notified within 48 hours in compliance with 36 CFR 800.13 (b) (3).

BIBLIOGRAPHY

Mono County Recorder's Office, Bridgeport, California Book of Deeds

Record Courier

2007 Who's Got the Water?: The Story of Tom Rickey and Topaz Lake. January

U.S. Census 1880 to 1940 <http://ancestry.com>

APPENDIX 1
RECORD SEARCH RESULTS

CHRIS Data Request Form

ACCESS AND USE AGREEMENT NO.: _____ **IC FILE NO.:** _____

To: _____ Information Center

Print Name: _____ Date: _____

Affiliation: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Billing Address (if different than above): _____

Project Name / Reference: _____

Project Street Address: _____

County: _____

Township/Range/UTMs: _____

USGS 7.5' Quad(s): _____

PRIORITY RESPONSE (Additional Fee): yes / no

TOTAL FEE NOT TO EXCEED: \$ _____

Special Instructions:

Information Center Use Only

Date of CHRIS Data Provided for this Request: _____

Confidential Data Included in Response: yes / no

Notes: _____

CHRIS Data Request Form

Include the following information (mark as necessary) for the records search area(s) shown on the attached map(s) or included in the associated shapefiles. Shapefiles are the current CHRIS standard format for digital spatial data products.

NOTE: All digital data products are subject to availability - check with the appropriate Information Center.

1. **Map Type Desired:** Digital map products will be provided only if they are available at the time of this request. *Regardless of what is requested, only hard copy hand-drawn maps will be provided for any part of the requested search area for which digital map products are not available at the time of this request.*
There is an additional charge for shapefiles, whether they are provided with or without Custom GIS Maps.

Mark one map choice only

Custom GIS Maps Shapefiles Custom GIS Maps and Shapefiles Hard Copy Hand-Drawn Maps only

Any selection below left unmarked will be considered a "no."

2a.	Within project area	Within _____ radius
ARCHAEOLOGICAL Resource Locations⁺	yes / no	yes / no
NON-ARCHAEOLOGICAL Resource Locations	yes / no	yes / no
Report Locations⁺	yes / no	yes / no
Resource Database Printout* (list)	yes / no	yes / no
Resource Database Printout* (detail)	yes / no	yes / no
Resource Digital Database Records (spreadsheet)⁺	yes / no	yes / no
Report Database Printout* (list)	yes / no	yes / no
Report Database Printout* (detail)	yes / no	yes / no
Report Digital Database Records (spreadsheet)⁺	yes / no	yes / no
ARCHAEOLOGICAL Resource Record copies^{**}	yes / no	yes / no
PDF / Hard Copy		
NON-ARCHAEOLOGICAL Resource Record copies[*]	yes / no	yes / no
PDF / Hard Copy		
Report copies^{**}:	yes / no	yes / no
PDF / Hard Copy		
	Only directory listing	Associated documentation
OHP Historic Properties Directory^{**}		
within project area	yes / no	yes / no
within _____ mi radius	yes / no	yes / no
OHP Archaeological Determinations of Eligibility⁺		
within project area	yes / no	yes / no
within _____ mi radius	yes / no	yes / no
California Inventory of Historical Resources (1976):		
within project area	yes / no	yes / no
within _____ mi radius	yes / no	yes / no

+ In order to receive archaeological information, requestor must meet qualifications as specified in Section III of the current version of the California Historical Resources Information System Information Center Rules of Operation Manual and be identified as an Authorized User under an active CHRIS Access and Use Agreement.

* These documents may be supplied as PDF files, if available

** Includes, but is not limited to, information regarding National Register of Historic Places, California Register of Historical Resources, California State Historical Landmarks, California State Points of Historical Interest, and historic building surveys.

CHRIS Data Request Form

2b. Listed below are sources of additional information that may be available at the Information Center. Indicate if a review and documentation of any of the following types of information is requested.

Caltrans Bridge Survey	yes / no
Ethnographic Information	yes / no
Historical Literature	yes / no
Historical Maps	yes / no
Local Inventories	yes / no
GLO and/or Rancho Plat Maps	yes / no
Shipwreck Inventory	yes / no
Soil Survey Maps	yes / no

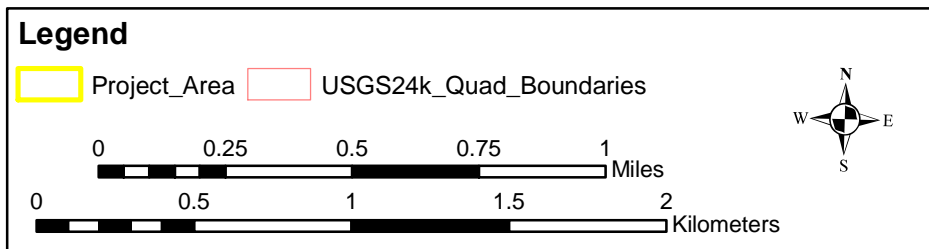
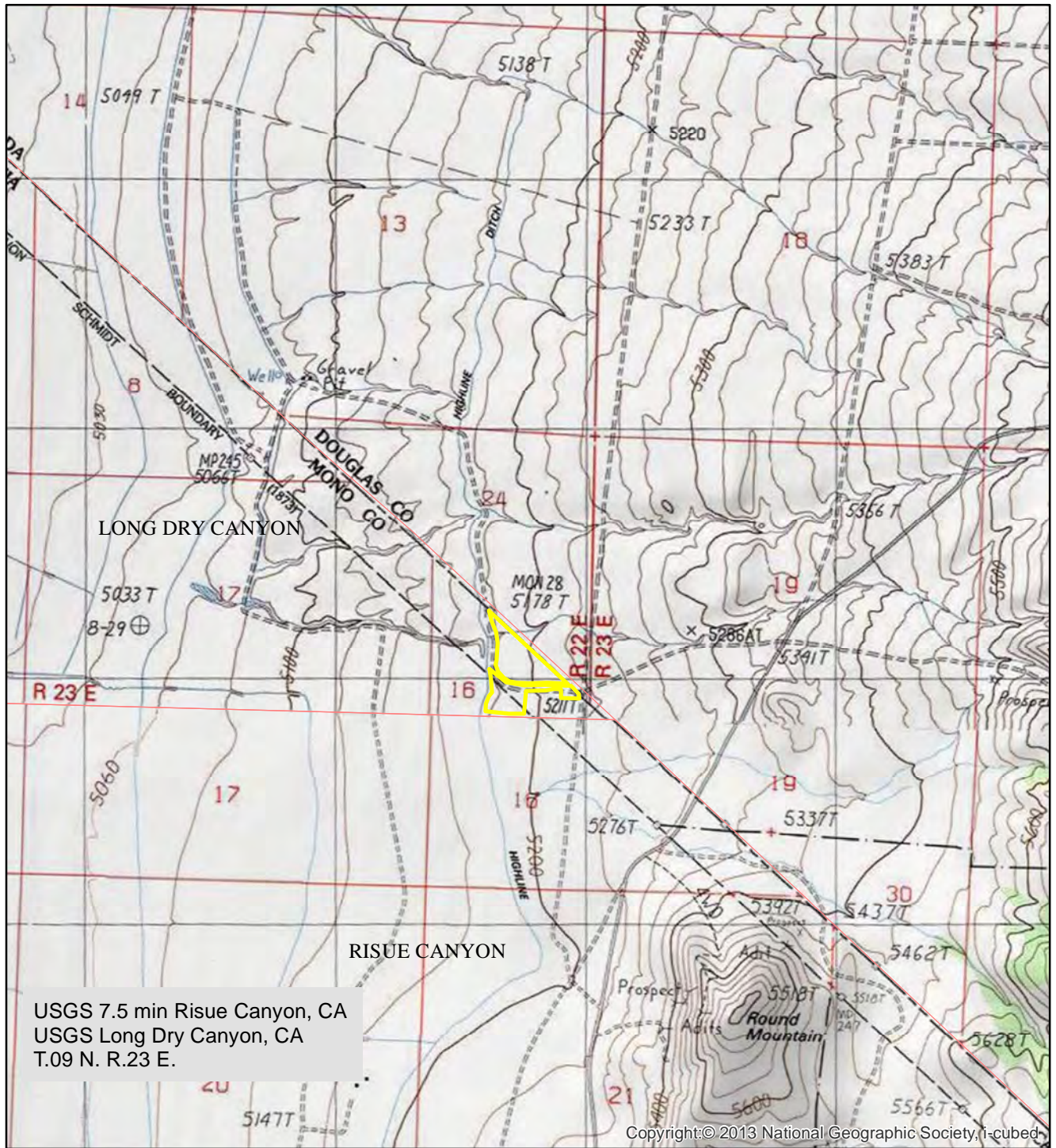


Figure 1. Project Location

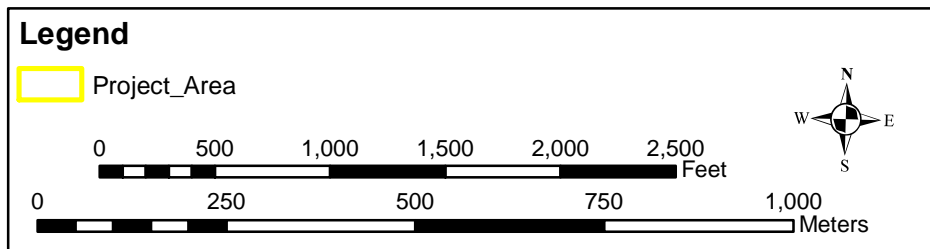
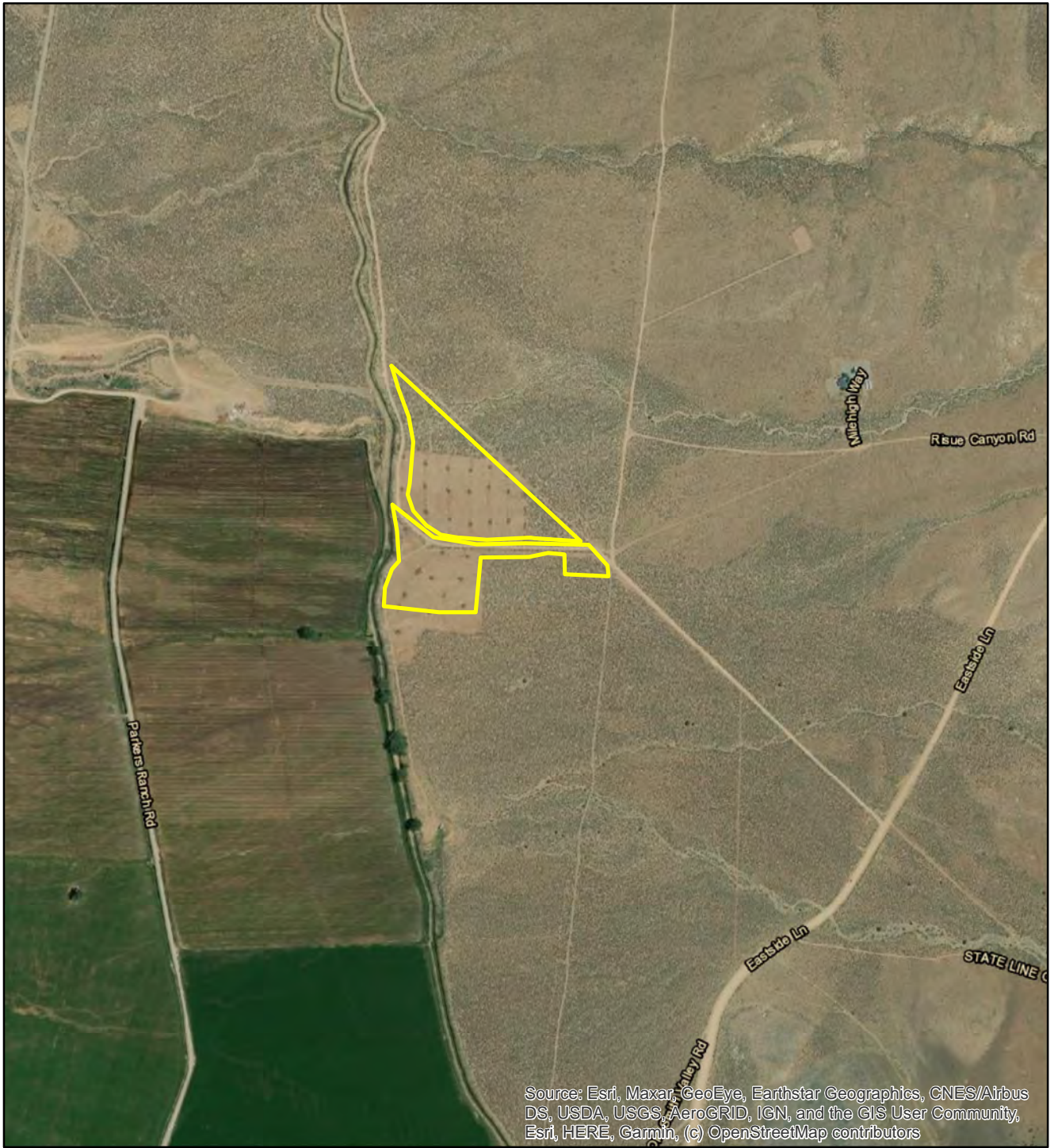


Figure 2. Project Area

Subject **Option B Results for the Sierra High Farms**
From eickw . <eickw@ucr.edu>
To Mike Drews <mdrews@greatbasingroup.com>
Date 2022-03-24 15:54



March 24, 2022
CHRIS Access and Use Agreement No.: 281
ST-MNO-6419

Michael Drews
Great Basin Consulting Group, LLC
200 Winters Drive
Carson City, NV 89703

Re: Cultural Resources Records Search for the Sierra High Farms Project

Dear Michael Drews:

We received your request on February 14, 2022, for a cultural resources records search for the Sierra High Farms project located in Section 16, T.9N, R.23, MDBM, in the state borderline between California and Nevada area in Mono County. We have reviewed our site records, maps, and manuscripts against the location map you provided.

Our records indicate that no cultural resources studies have been conducted within a half-mile radius of your project area.

Our records indicate that no cultural resources properties have been recorded within a half-mile radius of your project area.

Additional sources of information consulted are identified below.

National Register of Historic Places: no listed properties are located within the boundaries of the project area.

Office of Historic Preservation (OHP), Archaeological Determinations of Eligibility (ADOE): no listed properties are located within the boundaries of the project area.

Office of Historic Preservation (OHP), Built Environment Resources Directory (BERD): no listed properties are located within the boundaries of the project area.

Note: not all properties in the California Historical Resources Information System are listed in the OHP ADOE and BERD; the ADOE and BERD comprise lists of properties submitted to the OHP for review.

As the Information Center for Riverside, Inyo, and Mono Counties, it is necessary that we receive a copy of all cultural resources reports and site information pertaining to this county in order to maintain our map and manuscript files. Confidential information provided with this records search regarding the location of cultural resources outside the boundaries of your project area should not be included in reports addressing the project area.

Due to processing delays and other factors, not all of the historical resource reports and resource records that have been submitted to the Office of Historic Preservation are available via this records search. Additional information may be available through the federal, state, and local agencies that produced or paid for historical resource management work in the search area. Additionally, Native American tribes have historical resource information not in the California Historical Resources Information System (CHRIS) Inventory, and you should contact the California Native American Heritage Commission for information on local/regional tribal contacts.

The California Office of Historic Preservation (OHP) contracts with the California Historical Resources Information System's (CHRIS) regional Information Centers (ICs) to maintain information in the CHRIS inventory and make it available to local, state, and federal agencies, cultural resource professionals, Native American tribes, researchers, and the public. Recommendations made by the IC coordinators or their staff regarding the interpretation and application of this information are advisory only. Such recommendations do not necessarily represent the evaluation or opinion of the State Historic Preservation Officer in carrying out the OHP's regulatory authority under federal and state law.

Best,

Eastern Information Center
Watkins Hall Room 1313
c/o Department of Anthropology
University of California
900 University Avenue
Riverside, CA 92521-0418

"Maybe, it's not too late, to learn how to love, and forget how to hate..." Ozzy Osbourne

CORRESPONDENCE

NATIVE AMERICAN HERITAGE COMMISSION

March 2, 2022

Michael Draper
County of Mono

Via Email to: mdraper@mono.ca.gov

Re: Native American Tribal Consultation, Pursuant to the Assembly Bill 52 (AB 52), Amendments to the California Environmental Quality Act (CEQA) (Chapter 532, Statutes of 2014), Public Resources Code Sections 5097.94 (m), 21073, 21074, 21080.3.1, 21080.3.2, 21082.3, 21083.09, 21084.2 and 21084.3, Sierra High Farms - Use Permit Project, Mono County

Dear Mr. Draper:

Pursuant to Public Resources Code section 21080.3.1 (c), attached is a consultation list of tribes that are traditionally and culturally affiliated with the geographic area of the above-listed project. Please note that the intent of the AB 52 amendments to CEQA is to avoid and/or mitigate impacts to tribal cultural resources, (Pub. Resources Code §21084.3 (a)) ("Public agencies shall, when feasible, avoid damaging effects to any tribal cultural resource.")

Public Resources Code sections 21080.3.1 and 21084.3(c) require CEQA lead agencies to consult with California Native American tribes that have requested notice from such agencies of proposed projects in the geographic area that are traditionally and culturally affiliated with the tribes on projects for which a Notice of Preparation or Notice of Negative Declaration or Mitigated Negative Declaration has been filed on or after July 1, 2015. Specifically, Public Resources Code section 21080.3.1 (d) provides:

Within 14 days of determining that an application for a project is complete or a decision by a public agency to undertake a project, the lead agency shall provide formal notification to the designated contact of, or a tribal representative of, traditionally and culturally affiliated California Native American tribes that have requested notice, which shall be accomplished by means of at least one written notification that includes a brief description of the proposed project and its location, the lead agency contact information, and a notification that the California Native American tribe has 30 days to request consultation pursuant to this section.

The AB 52 amendments to CEQA law does not preclude initiating consultation with the tribes that are culturally and traditionally affiliated within your jurisdiction prior to receiving requests for notification of projects in the tribe's areas of traditional and cultural affiliation. The Native American Heritage Commission (NAHC) recommends, but does not require, early consultation as a best practice to ensure that lead agencies receive sufficient information about cultural resources in a project area to avoid damaging effects to tribal cultural resources.

The NAHC also recommends, but does not require that agencies should also include with their notification letters, information regarding any cultural resources assessment that has been completed on the area of potential effect (APE), such as:

1. The results of any record search that may have been conducted at an Information Center of the California Historical Resources Information System (CHRIS), including, but not limited to:



CHAIRPERSON
Laura Miranda
Luiseño

VICE CHAIRPERSON
Reginald Pagaling
Chumash

PARLIAMENTARIAN
Russell Attebery
Karuk

SECRETARY
Sara Dutschke
Miwok

COMMISSIONER
William Mungary
Paiute/White Mountain
Apache

COMMISSIONER
Isaac Bojorquez
Ohlone-Costanoan

COMMISSIONER
Buffy McQuillen
Yokayo Pomo, Yuki,
Nomlaki

COMMISSIONER
Wayne Nelson
Luiseño

COMMISSIONER
Stanley Rodriguez
Kumeyaay

EXECUTIVE SECRETARY
Christina Snider
Pomo

NAHC HEADQUARTERS
1550 Harbor Boulevard
Suite 100
West Sacramento,
California 95691
(916) 373-3710
nahc@nahc.ca.gov
NAHC.ca.gov

- A listing of any and all known cultural resources that have already been recorded on or adjacent to the APE, such as known archaeological sites;
- Copies of any and all cultural resource records and study reports that may have been provided by the Information Center as part of the records search response;
- Whether the records search indicates a low, moderate, or high probability that unrecorded cultural resources are located in the APE; and
- If a survey is recommended by the Information Center to determine whether previously unrecorded cultural resources are present.

2. The results of any archaeological inventory survey that was conducted, including:

- Any report that may contain site forms, site significance, and suggested mitigation measures.

All information regarding site locations, Native American human remains, and associated funerary objects should be in a separate confidential addendum, and not be made available for public disclosure in accordance with Government Code section 6254.10.

3. The result of any Sacred Lands File (SLF) check conducted through the Native American Heritage Commission. The request form can be found at <http://nahc.ca.gov/wp-content/uploads/2015/08/Local-Government-Tribal-Consultation-List-Request-Form-Update.pdf>

4. Any ethnographic studies conducted for any area including all or part of the APE; and

5. Any geotechnical reports regarding all or part of the APE.

Lead agencies should be aware that records maintained by the NAHC and CHRIS are not exhaustive and a negative response to these searches does not preclude the existence of a tribal cultural resource. A tribe may be the only source of information regarding the existence of a tribal cultural resource.

This information will aid tribes in determining whether to request formal consultation. In the event that they do, having the information beforehand will help to facilitate the consultation process.

If you receive notification of change of addresses and phone numbers from tribes, please notify the NAHC. With your assistance, we can assure that our consultation list remains current.

If you have any questions, please contact me at my email address: Cameron.vela@nahc.ca.gov.

Sincerely,

Cameron Vela

Cameron Vela
Cultural Resources Analyst

Attachment

**Native American Heritage Commission
Tribal Consultation List
Mono County
3/2/2022**

**Utu Utu Gwaitu Tribe of the
Benton Paiute Reservation**

Tina Braitewaite, Chairperson
555 Yellow Jacket Road / 25669 Paiute
Hwy. 6, PMB 1
Benton, CA, 93512
Phone: (760) 933 - 2321
Fax: (760) 933-2412
t.braithwaite@bentonpaiutereservation.org

**Bridgeport Paiute Indian
Colony**

John Glazier, Chairperson
P.O. Box 37 Paiute
Bridgeport, CA, 93517
Phone: (760) 932 - 7083
Fax: (760) 932-7846
chair@bridgeportindiancolony.com

**Big Pine Paiute Tribe of the
Owens Valley**

James Rambeau, Chairperson
P. O. Box 700 Paiute-Shoshone
Big Pine, CA, 93513
Phone: (760) 938 - 2003
Fax: (760) 938-2942
j.rambeau@bigpinepaiute.org

Mono Lake Kutzadika Tribe

Charlotte Lange, Chairperson
P.O. Box 237 Mono
Lee Vining, CA, 93541 Paiute
Phone: (760) 709 - 1273
chair@monolaketribe.us

**Big Pine Paiute Tribe of Owens
Valley**

Sally Manning, Environmental
Director
P. O. Box 700 Paiute-Shoshone
Big Pine, CA, 93513
Phone: (760) 938 - 2003
s.manning@bigpinepaiute.org

Walker River Reservation

Melanie McFalls, Chairperson
P.O. Box 220 Northern Paiute
Schurz, NV, 89427
Phone: (775) 773 - 2306
Fax: (775) 773-2585

**Big Pine Paiute Tribe of the
Owens Valley**

Danelle Gutierrez, Tribal Historic
Preservation Officer
P.O. Box 700 Paiute-Shoshone
Big Pine, CA, 93513
Phone: (760) 938 - 2003
Fax: (760) 938-2942
d.gutierrez@bigpinepaiute.org

Bishop Paiute Tribe

Allen Summers, Chairperson
50 Tu Su Lane Paiute-Shoshone
Bishop, CA, 93514
Phone: (760) 873 - 3584
Fax: (760) 873-4143

This list is current only as of the date of this document. Distribution of this list does not relieve any person of statutory responsibility as defined in Section 7050.5 of the Health and Safety Code, Section 5097.94 of the Public Resources Code and section 5097.98 of the Public Resources Code.

This list is only applicable for consultation with Native American tribes under Public Resources Code Sections 21080.3.1 for the proposed Sierra High Farms - Use Permit Project, Mono County.



April 21, 2022

Mr. Darrel Cruz
Tribal Historic Preservation Officer
Washoe Tribe of Nevada and California
919 Highway 3995 North
Gardnerville, Nevada 89410

Subject: Invitation to Begin Informal Consultation for the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004)

Dear Mr. Cruz,

The purpose of this letter is to initiate informal consultation on the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004). Great Basin Consulting Group, LLC conducted a Class III reconnaissance survey for the proposed Chichewa/Sierra High Farms Cannabis Cultivation Project in Mono County, California (APN 001-150-004). The inventory was conducted to meet California Environmental Quality Act (CEQA) and AB 52 requirements. Formal Government to Government Consultation will be directed by Mono County.

Sierra High Farms is an adult/medical cannabis production and distribution facility. Product will be grown both indoor and outdoor. The indoor cultivation portion of the project will operate under a California Micro-business license issued by the DCC (Bureau of Cannabis Control) and will consist of cultivation, distribution, and non-storefront retail.

The outdoor portion will operate on a cultivator's license issued by the DCC. The property has the land use designation AG10 on which cannabis activities are allowed subject to a use permit and operation permit approved by Mono County.

The project site consists of approximately three (3) acres of site improvements for indoor cultivation use including greenhouses, lab, nursery, maintenance shop building, driveways, parking, and on-site wastewater treatment system. Components include:

- Four (4) 8,000 square-foot greenhouses (80' by 100') \ (up to 10,500 sq ft indoor mature plant canopy)
- One cultivation lab (4,200 sq ft, 60' by 70')
- One maintenance shop (2,400 sq ft, 40' by 60')
- One drying shed (2,100 sq ft, 35' by 65')
- One nursery and processing building (5,000 sq ft, 50' by 100')

- One well pump house 150 sq ft (10x15')
- Water tank house (need dimensions)
- Three water storage tanks (5,000 gallons).

The outdoor cultivation area covers ten (10) acres and includes:

- Ten (10) acres of outdoor cannabis cultivation area including hoop house structures
- Four storage containers of approximately 8 x 40' for outdoor cultivation tools and storage use.

The cultural resources inventory covered approximately 18 acres within the northern portion of the parcel where indoor and outdoor development is proposed. Access is via existing road. All staging will be confined to the development footprint.

In compliance with CEQA (Public Resources Code 2100 et seq.) and sections pertaining to historic resources (PRC 5024, PRC 5025(f), PRC 5024.1, PRC 5025.5) Great Basin Consulting Group, LLC was contracted by Resource Concepts Inc. (RCI) to complete a Class III archaeological inventory within the project area.

APN 001-150-004 is located near the town of Topaz, just south of Topaz Lake along the west side of Antelope Valley in northern Mono County (Figure 1). Antelope Valley is a 3.5 mile wide by 15 mile long alluvial plain drained by the West Walker River. The river flows northward through the valley eventually emptying into Walker Lake. The West Walker River Canyon marks the southern boundary of Antelope Valley while Topaz Lake, an agricultural reservoir and the Pine Nut Mountains lie at the northern edge of the valley. Step faults along the eastern edge of the Sierra Nevada define the western edge of Antelope Valley, the Sweetwater Mountains and Wellington Hills define the valley's eastern boundary. Vegetation in the area is typical of the Great Basin. Pinon and juniper occur in the surrounding mountains, sage and buckbrush dominate the mountain pediment and non-agricultural lands along the valley bottom. Agricultural fields characterize most of the valley floor (Figure 2). Small residential parcels on lots of 1 to 5 acres occur along US 395. Scattered cottonwoods and willows occur along ditches and as shade trees or windbreaks at farmsteads.

The project area lies along the east side of the valley and abuts the Nevada State Line. Access to the parcel is via Eastside Road and a road following the state line. Most of the parcel is covered by scattered sagebrush and crossed by existing roads. The parcel covers approximately 128 acres, of which only the northern 18 acres are proposed for development (Figure 3). Agricultural fields lie just west of the property. The area proposed for development has been disturbed by brush clearing, leaving only about 5.25 acres of undisturbed land.

Prior to the field visit, pertinent site records and documentation was requested of the California Historic Resource Information System, Eastern Information Center (EIC) and records available in the Nevada Cultural Resources Information System (NVCRIS) were consulted.

On March 24, 2022, EIC responded to the records search request (Appendix 1). They indicate that no cultural resource inventories or cultural resources have been recorded within one-half mile of the project parcel. A search of NVCRIS shows one inventory (*A Cultural Resources Survey Report for Enhancement of Operations and Training Proficiency at Marine Corps Mountain Warfare Training Center, Mono County, California, and Douglas County, Lyon County, and Mineral County, Nevada* 19824/R2009041701936) and one cultural resource located along Eastside Road within the one-half mile record search extent.

26Ly1698/USFS04170208392 comprises remains of the Double Springs – Desert Creek Toll Road/Risue Canyon Road.

No constructed features are shown in the project vicinity on the 1874 General Land Office Rectangular Survey Plat for Township 9 North, Range 23 East. Roads currently crossing the project parcel are depicted on the 1956 Desert Creek Peak 15-minute map.

A single steel horseshoe was identified within the inventoried portion of APN 001-150-004.

The project proponent understands the possibility that there may be resources of concern to the Washoe Tribe of Nevada and California within the initial study area for this project. It is the proponent's goal to avoid cultural resources if possible, so your assistance on this matter would be most welcome.

Great Basin Consulting Group, LLC, a consultant working with RCI to prepare a cultural report is contacting you to consult on this project on behalf of the project proponent. Specifically, the information we are requesting from the **Washoe Tribe of Nevada and California** is the following:

1. Are you aware of any culturally sensitive locations at or near the project location?
2. Do you have any concerns regarding the proposed project?
3. Do you need further information on the project?
4. Are there any others you would suggest be consulted on this project?

Your interest and participation are invaluable to the process. Both Great Basin Consulting Group and RCI want to ensure that any Tribal concerns are treated with respect and are addressed. The Washoe Tribe of Nevada and California can request participation in the Section 106 process as a consulting party.

If you have any questions or concerns about the Section 106-consultation process, please contact Michael Drews, Great Basin Group, LLC, mdrews@greatbasingroup.com or 775-560-5074. If you have specific questions about the pier project at this property you may contact JoAnne Michal, RCI joanne@rci-nv-com or 775-883-1600.

Sincerely,



Michael Drews, Principal

Great Basin Consulting Group

Attachments: Topographic Map, Project Area, Draft Cultural Resources Report



April 21, 2022

Mr. Sherrel Smokey
Chairperson
Washoe Tribe of Nevada and California
919 Highway 3995 North
Gardnerville, Nevada 89410

Subject: Invitation to Begin Informal Consultation for the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004)

Dear Mr. Smokey,

The purpose of this letter is to initiate informal consultation on the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004). Great Basin Consulting Group, LLC conducted a Class III reconnaissance survey for the proposed Chichewa/Sierra High Farms Cannabis Cultivation Project in Mono County, California (APN 001-150-004). The inventory was conducted to meet California Environmental Quality Act (CEQA) and AB 52 requirements. Formal Government to Government Consultation will be directed by Mono County.

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The project site consists of approximately three (3) acres of site improvements for indoor cultivation use including greenhouses, lab, nursery, maintenance shop building, driveways, parking, and on-site wastewater treatment system. Components include:

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APN 001-150-004 is located near the town of Topaz, just south of Topaz Lake along the west side of Antelope Valley in northern Mono County (Figure 1). Antelope Valley is a 3.5 mile wide by 15 mile long alluvial plain drained by the West Walker River. The river flows northward through the valley eventually emptying into Walker Lake. The West Walker River Canyon marks the southern boundary of Antelope Valley while Topaz Lake, an agricultural reservoir and the Pine Nut Mountains lie at the northern edge of the valley. Step faults along the eastern edge of the Sierra Nevada define the western edge of Antelope Valley, the Sweetwater Mountains and Wellington Hills define the valley's eastern boundary. Vegetation in the area is typical of the Great Basin. Pinon and juniper occur in the surrounding mountains, sage and buckbrush dominate the mountain pediment and non-agricultural lands along the valley bottom. Agricultural fields characterize most of the valley floor (Figure 2). Small residential parcels on lots of 1 to 5 acres occur along US 395. Scattered cottonwoods and willows occur along ditches and as shade trees or windbreaks at farmsteads.

The project area lies along the east side of the valley and abuts the Nevada State Line. Access to the parcel is via Eastside Road and a road following the state line. Most of the parcel is covered by scattered sagebrush and crossed by existing roads. The parcel covers approximately 128 acres, of which only the northern 18 acres are proposed for development (Figure 3). Agricultural fields lie just west of the property. The area proposed for development has been disturbed by brush clearing, leaving only about 5.25 acres of undisturbed land.

Prior to the field visit, pertinent site records and documentation was requested of the California Historic Resource Information System, Eastern Information Center (EIC) and records available in the Nevada Cultural Resources Information System (NVCRIS) were consulted.

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If you have any questions or concerns about the Section 106-consultation process, please contact Michael Drews, Great Basin Group, LLC, mdrews@greatbasingroup.com or 775-560-5074. If you have specific questions about the pier project at this property you may contact JoAnne Michal, RCI joanne@rci-nv-com or 775-883-1600.

Sincerely,



Michael Drews, Principal

Great Basin Consulting Group

Attachments: Topographic Map, Project Area, Draft Cultural Resources Report



April 21, 2022

Ms. Tina Braitewaite
Chairperson
Utu Utu Gwaitu Tribe of the Benton Paiute Reservation
555 Yellow Jacket Road / 25669 Hwy. 6, PMB 1
Benton, CA, 93512

Subject: Invitation to Begin Informal Consultation for the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004)

Dear Ms. Braitewaite,

The purpose of this letter is to initiate informal consultation on the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004). Great Basin Consulting Group, LLC conducted a Class III reconnaissance survey for the proposed Chichewa/Sierra High Farms Cannabis Cultivation Project in Mono County, California (APN 001-150-004). The inventory was conducted to meet California Environmental Quality Act (CEQA) and AB 52 requirements. Formal Government to Government Consultation will be directed by Mono County.

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No constructed features are shown in the project vicinity on the 1874 General Land Office Rectangular Survey Plat for Township 9 North, Range 23 East. Roads currently crossing the project parcel are depicted on the 1956 Desert Creek Peak 15-minute map.

A single steel horseshoe was identified within the inventoried portion of APN 001-150-004.

The project proponent understands the possibility that there may be resources of concern to the Utu Utu Gwaitu Tribe of the Benton Paiute Reservation within the initial study area for this project. It is the proponent's goal to avoid cultural resources if possible, so your assistance on this matter would be most welcome.

Great Basin Consulting Group, LLC, a consultant working with RCI to prepare a cultural report is contacting you to consult on this project on behalf of the project proponent. Specifically, the information we are requesting from the **Utu Utu Gwaitu Tribe of the Benton Paiute Reservation** is the following:

1. Are you aware of any culturally sensitive locations at or near the project location?
2. Do you have any concerns regarding the proposed project?
3. Do you need further information on the project?
4. Are there any others you would suggest be consulted on this project?

Your interest and participation are invaluable to the process. Both Great Basin Consulting Group and RCI want to ensure that any Tribal concerns are treated with respect and are addressed. The Utu Utu Gwaitu Tribe of the Benton Paiute Reservation can request participation in the Section 106 process as a consulting party.

If you have any questions or concerns about the Section 106-consultation process, please contact Michael Drews, Great Basin Group, LLC, mdrews@greatbasingroup.com or 775-560-5074. If you have specific questions about the pier project at this property you may contact JoAnne Michal, RCI joanne@rci-nv-com or 775-883-1600.

Sincerely,



Michael Drews, Principal

Great Basin Consulting Group

Attachments: Topographic Map, Project Area, Draft Cultural Resources Report



April 21, 2022

Mr. James Rambeau
Chairperson
Big Pine Tribe of the Owens Valley Paiute
P.O. Box 700
Big Pine, CA, 93513

Subject: Invitation to Begin Informal Consultation for the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004)

Dear Mr. Rambeau,

The purpose of this letter is to initiate informal consultation on the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004). Great Basin Consulting Group, LLC conducted a Class III reconnaissance survey for the proposed Chichewa/Sierra High Farms Cannabis Cultivation Project in Mono County, California (APN 001-150-004). The inventory was conducted to meet California Environmental Quality Act (CEQA) and AB 52 requirements. Formal Government to Government Consultation will be directed by Mono County.

Sierra High Farms is an adult/medical cannabis production and distribution facility. Product will be grown both indoor and outdoor. The indoor cultivation portion of the project will operate under a California Micro-business license issued by the DCC (Bureau of Cannabis Control) and will consist of cultivation, distribution, and non-storefront retail.

The outdoor portion will operate on a cultivator's license issued by the DCC. The property has the land use designation AG10 on which cannabis activities are allowed subject to a use permit and operation permit approved by Mono County.

The project site consists of approximately three (3) acres of site improvements for indoor cultivation use including greenhouses, lab, nursery, maintenance shop building, driveways, parking, and on-site wastewater treatment system. Components include:

- Four (4) 8,000 square-foot greenhouses (80' by 100') \ (up to 10,500 sq ft indoor mature plant canopy)
- One cultivation lab (4,200 sq ft, 60' by 70')
- One maintenance shop (2,400 sq ft, 40' by 60')
- One drying shed (2,100 sq ft, 35' by 65')
- One nursery and processing building (5,000 sq ft, 50' by 100')

- One well pump house 150 sq ft (10x15')
- Water tank house (need dimensions)
- Three water storage tanks (5,000 gallons).

The outdoor cultivation area covers ten (10) acres and includes:

- Ten (10) acres of outdoor cannabis cultivation area including hoop house structures
- Four storage containers of approximately 8 x 40' for outdoor cultivation tools and storage use.

The cultural resources inventory covered approximately 18 acres within the northern portion of the parcel where indoor and outdoor development is proposed. Access is via existing road. All staging will be confined to the development footprint.

In compliance with CEQA (Public Resources Code 2100 et seq.) and sections pertaining to historic resources (PRC 5024, PRC 5025(f), PRC 5024.1, PRC 5025.5) Great Basin Consulting Group, LLC was contracted by Resource Concepts Inc. (RCI) to complete a Class III archaeological inventory within the project area.

APN 001-150-004 is located near the town of Topaz, just south of Topaz Lake along the west side of Antelope Valley in northern Mono County (Figure 1). Antelope Valley is a 3.5 mile wide by 15 mile long alluvial plain drained by the West Walker River. The river flows northward through the valley eventually emptying into Walker Lake. The West Walker River Canyon marks the southern boundary of Antelope Valley while Topaz Lake, an agricultural reservoir and the Pine Nut Mountains lie at the northern edge of the valley. Step faults along the eastern edge of the Sierra Nevada define the western edge of Antelope Valley, the Sweetwater Mountains and Wellington Hills define the valley's eastern boundary. Vegetation in the area is typical of the Great Basin. Pinon and juniper occur in the surrounding mountains, sage and buckbrush dominate the mountain pediment and non-agricultural lands along the valley bottom. Agricultural fields characterize most of the valley floor (Figure 2). Small residential parcels on lots of 1 to 5 acres occur along US 395. Scattered cottonwoods and willows occur along ditches and as shade trees or windbreaks at farmsteads.

The project area lies along the east side of the valley and abuts the Nevada State Line. Access to the parcel is via Eastside Road and a road following the state line. Most of the parcel is covered by scattered sagebrush and crossed by existing roads. The parcel covers approximately 128 acres, of which only the northern 18 acres are proposed for development (Figure 3). Agricultural fields lie just west of the property. The area proposed for development has been disturbed by brush clearing, leaving only about 5.25 acres of undisturbed land.

Prior to the field visit, pertinent site records and documentation was requested of the California Historic Resource Information System, Eastern Information Center (EIC) and records available in the Nevada Cultural Resources Information System (NVCRIS) were consulted.

On March 24, 2022, EIC responded to the records search request (Appendix 1). They indicate that no cultural resource inventories or cultural resources have been recorded within one-half mile of the project parcel. A search of NVCRIS shows one inventory (*A Cultural Resources Survey Report for Enhancement of Operations and Training Proficiency at Marine Corps Mountain Warfare Training Center, Mono County, California, and Douglas County, Lyon County, and Mineral County, Nevada* 19824/R2009041701936) and one cultural resource located along Eastside Road within the one-half mile record search extent.

26Ly1698/USFS04170208392 comprises remains of the Double Springs – Desert Creek Toll Road/Risue Canyon Road.

No constructed features are shown in the project vicinity on the 1874 General Land Office Rectangular Survey Plat for Township 9 North, Range 23 East. Roads currently crossing the project parcel are depicted on the 1956 Desert Creek Peak 15-minute map.

A single steel horseshoe was identified within the inventoried portion of APN 001-150-004.

The project proponent understands the possibility that there may be resources of concern to the Big Pine Tribe of the Owens Valley Paiute within the initial study area for this project. It is the proponent's goal to avoid cultural resources if possible, so your assistance on this matter would be most welcome.

Great Basin Consulting Group, LLC, a consultant working with RCI to prepare a cultural report is contacting you to consult on this project on behalf of the project proponent. Specifically, the information we are requesting from the **Big Pine Tribe of the Owens Valley Paiute** is the following:

1. Are you aware of any culturally sensitive locations at or near the project location?
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If you have any questions or concerns about the Section 106-consultation process, please contact Michael Drews, Great Basin Group, LLC, mdrews@greatbasingroup.com or 775-560-5074. If you have specific questions about the pier project at this property you may contact JoAnne Michal, RCI joanne@rci-nv-com or 775-883-1600.

Sincerely,



Michael Drews, Principal

Great Basin Consulting Group

Attachments: Topographic Map, Project Area, Draft Cultural Resources Report



April 21, 2022

Ms. Sally Manning
Environmental Director
Big Pine Tribe of the Owens Valley Paiute
P.O. Box 700
Big Pine, CA, 93513

Subject: Invitation to Begin Informal Consultation for the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004)

Dear Ms. Manning,

The purpose of this letter is to initiate informal consultation on the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004). Great Basin Consulting Group, LLC conducted a Class III reconnaissance survey for the proposed Chichewa/Sierra High Farms Cannabis Cultivation Project in Mono County, California (APN 001-150-004). The inventory was conducted to meet California Environmental Quality Act (CEQA) and AB 52 requirements. Formal Government to Government Consultation will be directed by Mono County.

Sierra High Farms is an adult/medical cannabis production and distribution facility. Product will be grown both indoor and outdoor. The indoor cultivation portion of the project will operate under a California Micro-business license issued by the DCC (Bureau of Cannabis Control) and will consist of cultivation, distribution, and non-storefront retail.

The outdoor portion will operate on a cultivator's license issued by the DCC. The property has the land use designation AG10 on which cannabis activities are allowed subject to a use permit and operation permit approved by Mono County.

The project site consists of approximately three (3) acres of site improvements for indoor cultivation use including greenhouses, lab, nursery, maintenance shop building, driveways, parking, and on-site wastewater treatment system. Components include:

- Four (4) 8,000 square-foot greenhouses (80' by 100') \ (up to 10,500 sq ft indoor mature plant canopy)
- One cultivation lab (4,200 sq ft, 60' by 70')
- One maintenance shop (2,400 sq ft, 40' by 60')
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- One well pump house 150 sq ft (10x15')
- Water tank house (need dimensions)
- Three water storage tanks (5,000 gallons).

The outdoor cultivation area covers ten (10) acres and includes:

- Ten (10) acres of outdoor cannabis cultivation area including hoop house structures
- Four storage containers of approximately 8 x 40' for outdoor cultivation tools and storage use.

The cultural resources inventory covered approximately 18 acres within the northern portion of the parcel where indoor and outdoor development is proposed. Access is via existing road. All staging will be confined to the development footprint.

In compliance with CEQA (Public Resources Code 2100 et seq.) and sections pertaining to historic resources (PRC 5024, PRC 5025(f), PRC 5024.1, PRC 5025.5) Great Basin Consulting Group, LLC was contracted by Resource Concepts Inc. (RCI) to complete a Class III archaeological inventory within the project area.

APN 001-150-004 is located near the town of Topaz, just south of Topaz Lake along the west side of Antelope Valley in northern Mono County (Figure 1). Antelope Valley is a 3.5 mile wide by 15 mile long alluvial plain drained by the West Walker River. The river flows northward through the valley eventually emptying into Walker Lake. The West Walker River Canyon marks the southern boundary of Antelope Valley while Topaz Lake, an agricultural reservoir and the Pine Nut Mountains lie at the northern edge of the valley. Step faults along the eastern edge of the Sierra Nevada define the western edge of Antelope Valley, the Sweetwater Mountains and Wellington Hills define the valley's eastern boundary. Vegetation in the area is typical of the Great Basin. Pinon and juniper occur in the surrounding mountains, sage and buckbrush dominate the mountain pediment and non-agricultural lands along the valley bottom. Agricultural fields characterize most of the valley floor (Figure 2). Small residential parcels on lots of 1 to 5 acres occur along US 395. Scattered cottonwoods and willows occur along ditches and as shade trees or windbreaks at farmsteads.

The project area lies along the east side of the valley and abuts the Nevada State Line. Access to the parcel is via Eastside Road and a road following the state line. Most of the parcel is covered by scattered sagebrush and crossed by existing roads. The parcel covers approximately 128 acres, of which only the northern 18 acres are proposed for development (Figure 3). Agricultural fields lie just west of the property. The area proposed for development has been disturbed by brush clearing, leaving only about 5.25 acres of undisturbed land.

Prior to the field visit, pertinent site records and documentation was requested of the California Historic Resource Information System, Eastern Information Center (EIC) and records available in the Nevada Cultural Resources Information System (NVCRIS) were consulted.

On March 24, 2022, EIC responded to the records search request (Appendix 1). They indicate that no cultural resource inventories or cultural resources have been recorded within one-half mile of the project parcel. A search of NVCRIS shows one inventory (*A Cultural Resources Survey Report for Enhancement of Operations and Training Proficiency at Marine Corps Mountain Warfare Training Center, Mono County, California, and Douglas County, Lyon County, and Mineral County, Nevada* 19824/R2009041701936) and one cultural resource located along Eastside Road within the one-half mile record search extent.

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No constructed features are shown in the project vicinity on the 1874 General Land Office Rectangular Survey Plat for Township 9 North, Range 23 East. Roads currently crossing the project parcel are depicted on the 1956 Desert Creek Peak 15-minute map.

A single steel horseshoe was identified within the inventoried portion of APN 001-150-004.

The project proponent understands the possibility that there may be resources of concern to the Big Pine Tribe of the Owens Valley Paiute within the initial study area for this project. It is the proponent's goal to avoid cultural resources if possible, so your assistance on this matter would be most welcome.

Great Basin Consulting Group, LLC, a consultant working with RCI to prepare a cultural report is contacting you to consult on this project on behalf of the project proponent. Specifically, the information we are requesting from the **Big Pine Tribe of the Owens Valley Paiute** is the following:

1. Are you aware of any culturally sensitive locations at or near the project location?
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If you have any questions or concerns about the Section 106-consultation process, please contact Michael Drews, Great Basin Group, LLC, mdrews@greatbasingroup.com or 775-560-5074. If you have specific questions about the pier project at this property you may contact JoAnne Michal, RCI joanne@rci-nv-com or 775-883-1600.

Sincerely,



Michael Drews, Principal

Great Basin Consulting Group

Attachments: Topographic Map, Project Area, Draft Cultural Resources Report



April 21, 2022

Ms. Danelle Gutierrez
Tribal Historic Preservation Officer
Big Pine Tribe of the Owens Valley Paiute
P.O. Box 700
Big Pine, CA, 93513

Subject: Invitation to Begin Informal Consultation for the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004)

Dear Ms. Gutierrez,

The purpose of this letter is to initiate informal consultation on the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004). Great Basin Consulting Group, LLC conducted a Class III reconnaissance survey for the proposed Chichewa/Sierra High Farms Cannabis Cultivation Project in Mono County, California (APN 001-150-004). The inventory was conducted to meet California Environmental Quality Act (CEQA) and AB 52 requirements. Formal Government to Government Consultation will be directed by Mono County.

Sierra High Farms is an adult/medical cannabis production and distribution facility. Product will be grown both indoor and outdoor. The indoor cultivation portion of the project will operate under a California Micro-business license issued by the DCC (Bureau of Cannabis Control) and will consist of cultivation, distribution, and non-storefront retail.

The outdoor portion will operate on a cultivator's license issued by the DCC. The property has the land use designation AG10 on which cannabis activities are allowed subject to a use permit and operation permit approved by Mono County.

The project site consists of approximately three (3) acres of site improvements for indoor cultivation use including greenhouses, lab, nursery, maintenance shop building, driveways, parking, and on-site wastewater treatment system. Components include:

- Four (4) 8,000 square-foot greenhouses (80' by 100') \ (up to 10,500 sq ft indoor mature plant canopy)
- One cultivation lab (4,200 sq ft, 60' by 70')
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The cultural resources inventory covered approximately 18 acres within the northern portion of the parcel where indoor and outdoor development is proposed. Access is via existing road. All staging will be confined to the development footprint.

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APN 001-150-004 is located near the town of Topaz, just south of Topaz Lake along the west side of Antelope Valley in northern Mono County (Figure 1). Antelope Valley is a 3.5 mile wide by 15 mile long alluvial plain drained by the West Walker River. The river flows northward through the valley eventually emptying into Walker Lake. The West Walker River Canyon marks the southern boundary of Antelope Valley while Topaz Lake, an agricultural reservoir and the Pine Nut Mountains lie at the northern edge of the valley. Step faults along the eastern edge of the Sierra Nevada define the western edge of Antelope Valley, the Sweetwater Mountains and Wellington Hills define the valley's eastern boundary. Vegetation in the area is typical of the Great Basin. Pinon and juniper occur in the surrounding mountains, sage and buckbrush dominate the mountain pediment and non-agricultural lands along the valley bottom. Agricultural fields characterize most of the valley floor (Figure 2). Small residential parcels on lots of 1 to 5 acres occur along US 395. Scattered cottonwoods and willows occur along ditches and as shade trees or windbreaks at farmsteads.

The project area lies along the east side of the valley and abuts the Nevada State Line. Access to the parcel is via Eastside Road and a road following the state line. Most of the parcel is covered by scattered sagebrush and crossed by existing roads. The parcel covers approximately 128 acres, of which only the northern 18 acres are proposed for development (Figure 3). Agricultural fields lie just west of the property. The area proposed for development has been disturbed by brush clearing, leaving only about 5.25 acres of undisturbed land.

Prior to the field visit, pertinent site records and documentation was requested of the California Historic Resource Information System, Eastern Information Center (EIC) and records available in the Nevada Cultural Resources Information System (NVCRIS) were consulted.

On March 24, 2022, EIC responded to the records search request (Appendix 1). They indicate that no cultural resource inventories or cultural resources have been recorded within one-half mile of the project parcel. A search of NVCRIS shows one inventory (*A Cultural Resources Survey Report for Enhancement of Operations and Training Proficiency at Marine Corps Mountain Warfare Training Center, Mono County, California, and Douglas County, Lyon County, and Mineral County, Nevada* 19824/R2009041701936) and one cultural resource located along Eastside Road within the one-half mile record search extent.

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No constructed features are shown in the project vicinity on the 1874 General Land Office Rectangular Survey Plat for Township 9 North, Range 23 East. Roads currently crossing the project parcel are depicted on the 1956 Desert Creek Peak 15-minute map.

A single steel horseshoe was identified within the inventoried portion of APN 001-150-004.

The project proponent understands the possibility that there may be resources of concern to the Big Pine Tribe of the Owens Valley Paiute within the initial study area for this project. It is the proponent's goal to avoid cultural resources if possible, so your assistance on this matter would be most welcome.

Great Basin Consulting Group, LLC, a consultant working with RCI to prepare a cultural report is contacting you to consult on this project on behalf of the project proponent. Specifically, the information we are requesting from the **Big Pine Tribe of the Owens Valley Paiute** is the following:

1. Are you aware of any culturally sensitive locations at or near the project location?
2. Do you have any concerns regarding the proposed project?
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If you have any questions or concerns about the Section 106-consultation process, please contact Michael Drews, Great Basin Group, LLC, mdrews@greatbasingroup.com or 775-560-5074. If you have specific questions about the pier project at this property you may contact JoAnne Michal, RCI joanne@rci-nv-com or 775-883-1600.

Sincerely,



Michael Drews, Principal

Great Basin Consulting Group

Attachments: Topographic Map, Project Area, Draft Cultural Resources Report



April 21, 2022

Mr. Allen Summers
Chairperson
Bishop Paiute Tribe
50 Tu Su Lane
Bishop, CA 93514

Subject: Invitation to Begin Informal Consultation for the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004)

Dear Mr. Summers,

The purpose of this letter is to initiate informal consultation on the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004). Great Basin Consulting Group, LLC conducted a Class III reconnaissance survey for the proposed Chichewa/Sierra High Farms Cannabis Cultivation Project in Mono County, California (APN 001-150-004). The inventory was conducted to meet California Environmental Quality Act (CEQA) and AB 52 requirements. Formal Government to Government Consultation will be directed by Mono County.

Sierra High Farms is an adult/medical cannabis production and distribution facility. Product will be grown both indoor and outdoor. The indoor cultivation portion of the project will operate under a California Micro-business license issued by the DCC (Bureau of Cannabis Control) and will consist of cultivation, distribution, and non-storefront retail.

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The project site consists of approximately three (3) acres of site improvements for indoor cultivation use including greenhouses, lab, nursery, maintenance shop building, driveways, parking, and on-site wastewater treatment system. Components include:

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- One well pump house 150 sq ft (10x15')
- Water tank house (need dimensions)
- Three water storage tanks (5,000 gallons).

The outdoor cultivation area covers ten (10) acres and includes:

- Ten (10) acres of outdoor cannabis cultivation area including hoop house structures
- Four storage containers of approximately 8 x 40' for outdoor cultivation tools and storage use.

The cultural resources inventory covered approximately 18 acres within the northern portion of the parcel where indoor and outdoor development is proposed. Access is via existing road. All staging will be confined to the development footprint.

In compliance with CEQA (Public Resources Code 2100 et seq.) and sections pertaining to historic resources (PRC 5024, PRC 5025(f), PRC 5024.1, PRC 5025.5) Great Basin Consulting Group, LLC was contracted by Resource Concepts Inc. (RCI) to complete a Class III archaeological inventory within the project area.

APN 001-150-004 is located near the town of Topaz, just south of Topaz Lake along the west side of Antelope Valley in northern Mono County (Figure 1). Antelope Valley is a 3.5 mile wide by 15 mile long alluvial plain drained by the West Walker River. The river flows northward through the valley eventually emptying into Walker Lake. The West Walker River Canyon marks the southern boundary of Antelope Valley while Topaz Lake, an agricultural reservoir and the Pine Nut Mountains lie at the northern edge of the valley. Step faults along the eastern edge of the Sierra Nevada define the western edge of Antelope Valley, the Sweetwater Mountains and Wellington Hills define the valley's eastern boundary. Vegetation in the area is typical of the Great Basin. Pinon and juniper occur in the surrounding mountains, sage and buckbrush dominate the mountain pediment and non-agricultural lands along the valley bottom. Agricultural fields characterize most of the valley floor (Figure 2). Small residential parcels on lots of 1 to 5 acres occur along US 395. Scattered cottonwoods and willows occur along ditches and as shade trees or windbreaks at farmsteads.

The project area lies along the east side of the valley and abuts the Nevada State Line. Access to the parcel is via Eastside Road and a road following the state line. Most of the parcel is covered by scattered sagebrush and crossed by existing roads. The parcel covers approximately 128 acres, of which only the northern 18 acres are proposed for development (Figure 3). Agricultural fields lie just west of the property. The area proposed for development has been disturbed by brush clearing, leaving only about 5.25 acres of undisturbed land.

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The project proponent understands the possibility that there may be resources of concern to the Bishop Paiute Tribe within the initial study area for this project. It is the proponent's goal to avoid cultural resources if possible, so your assistance on this matter would be most welcome.

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Sincerely,



Michael Drews, Principal

Great Basin Consulting Group

Attachments: Topographic Map, Project Area, Draft Cultural Resources Report



April 21, 2022

Mr. John Glasier
Chairperson
Bridgeport Paiute Indian Colony
P.O. Box 37
Bridgeport, CA 93517

Subject: Invitation to Begin Informal Consultation for the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004)

Dear Mr. Glasier,

The purpose of this letter is to initiate informal consultation on the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004). Great Basin Consulting Group, LLC conducted a Class III reconnaissance survey for the proposed Chichewa/Sierra High Farms Cannabis Cultivation Project in Mono County, California (APN 001-150-004). The inventory was conducted to meet California Environmental Quality Act (CEQA) and AB 52 requirements. Formal Government to Government Consultation will be directed by Mono County.

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The cultural resources inventory covered approximately 18 acres within the northern portion of the parcel where indoor and outdoor development is proposed. Access is via existing road. All staging will be confined to the development footprint.

In compliance with CEQA (Public Resources Code 2100 et seq.) and sections pertaining to historic resources (PRC 5024, PRC 5025(f), PRC 5024.1, PRC 5025.5) Great Basin Consulting Group, LLC was contracted by Resource Concepts Inc. (RCI) to complete a Class III archaeological inventory within the project area.

APN 001-150-004 is located near the town of Topaz, just south of Topaz Lake along the west side of Antelope Valley in northern Mono County (Figure 1). Antelope Valley is a 3.5 mile wide by 15 mile long alluvial plain drained by the West Walker River. The river flows northward through the valley eventually emptying into Walker Lake. The West Walker River Canyon marks the southern boundary of Antelope Valley while Topaz Lake, an agricultural reservoir and the Pine Nut Mountains lie at the northern edge of the valley. Step faults along the eastern edge of the Sierra Nevada define the western edge of Antelope Valley, the Sweetwater Mountains and Wellington Hills define the valley's eastern boundary. Vegetation in the area is typical of the Great Basin. Pinon and juniper occur in the surrounding mountains, sage and buckbrush dominate the mountain pediment and non-agricultural lands along the valley bottom. Agricultural fields characterize most of the valley floor (Figure 2). Small residential parcels on lots of 1 to 5 acres occur along US 395. Scattered cottonwoods and willows occur along ditches and as shade trees or windbreaks at farmsteads.

The project area lies along the east side of the valley and abuts the Nevada State Line. Access to the parcel is via Eastside Road and a road following the state line. Most of the parcel is covered by scattered sagebrush and crossed by existing roads. The parcel covers approximately 128 acres, of which only the northern 18 acres are proposed for development (Figure 3). Agricultural fields lie just west of the property. The area proposed for development has been disturbed by brush clearing, leaving only about 5.25 acres of undisturbed land.

Prior to the field visit, pertinent site records and documentation was requested of the California Historic Resource Information System, Eastern Information Center (EIC) and records available in the Nevada Cultural Resources Information System (NVCRIS) were consulted.

On March 24, 2022, EIC responded to the records search request (Appendix 1). They indicate that no cultural resource inventories or cultural resources have been recorded within one-half mile of the project parcel. A search of NVCRIS shows one inventory (*A Cultural Resources Survey Report for Enhancement of Operations and Training Proficiency at Marine Corps Mountain Warfare Training Center, Mono County, California, and Douglas County, Lyon County, and Mineral County, Nevada 19824/R2009041701936*) and one cultural resource located along Eastside Road within the one-half mile record search extent.

26Ly1698/USFS04170208392 comprises remains of the Double Springs – Desert Creek Toll Road/Risue Canyon Road.

No constructed features are shown in the project vicinity on the 1874 General Land Office Rectangular Survey Plat for Township 9 North, Range 23 East. Roads currently crossing the project parcel are depicted on the 1956 Desert Creek Peak 15-minute map.

A single steel horseshoe was identified within the inventoried portion of APN 001-150-004.

The project proponent understands the possibility that there may be resources of concern to the Bridgeport Paiute Indian Colony within the initial study area for this project. It is the proponent's goal to avoid cultural resources if possible, so your assistance on this matter would be most welcome.

Great Basin Consulting Group, LLC, a consultant working with RCI to prepare a cultural report is contacting you to consult on this project on behalf of the project proponent. Specifically, the information we are requesting from the Bridgeport Paiute Indian Colony is the following:

1. Are you aware of any culturally sensitive locations at or near the project location?
2. Do you have any concerns regarding the proposed project?
3. Do you need further information on the project?
4. Are there any others you would suggest be consulted on this project?

Your interest and participation are invaluable to the process. Both Great Basin Consulting Group and RCI want to ensure that any Tribal concerns are treated with respect and are addressed. The Bridgeport Paiute Indian Colony can request participation in the Section 106 process as a consulting party.

If you have any questions or concerns about the Section 106-consultation process, please contact Michael Drews, Great Basin Group, LLC, mdrews@greatbasingroup.com or 775-560-5074. If you have specific questions about the pier project at this property you may contact JoAnne Michal, RCI joanne@rci-nv-com or 775-883-1600.

Sincerely,



Michael Drews, Principal

Great Basin Consulting Group

Attachments: Topographic Map, Project Area, Draft Cultural Resources Report



April 21, 2022

Ms. Charlotte Lange
Chairperson
Mono Lake Kutzadika Tribe
P.O. Box 237
Lee Vining, CA, 93541

Subject: Invitation to Begin Informal Consultation for the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004)

Dear Ms. Lange,

The purpose of this letter is to initiate informal consultation on the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004). Great Basin Consulting Group, LLC conducted a Class III reconnaissance survey for the proposed Chichewa/Sierra High Farms Cannabis Cultivation Project in Mono County, California (APN 001-150-004). The inventory was conducted to meet California Environmental Quality Act (CEQA) and AB 52 requirements. Formal Government to Government Consultation will be directed by Mono County.

Sierra High Farms is an adult/medical cannabis production and distribution facility. Product will be grown both indoor and outdoor. The indoor cultivation portion of the project will operate under a California Micro-business license issued by the DCC (Bureau of Cannabis Control) and will consist of cultivation, distribution, and non-storefront retail.

The outdoor portion will operate on a cultivator's license issued by the DCC. The property has the land use designation AG10 on which cannabis activities are allowed subject to a use permit and operation permit approved by Mono County.

The project site consists of approximately three (3) acres of site improvements for indoor cultivation use including greenhouses, lab, nursery, maintenance shop building, driveways, parking, and on-site wastewater treatment system. Components include:

- Four (4) 8,000 square-foot greenhouses (80' by 100') \ (up to 10,500 sq ft indoor mature plant canopy)
- One cultivation lab (4,200 sq ft, 60' by 70')
- One maintenance shop (2,400 sq ft, 40' by 60')
- One drying shed (2,100 sq ft, 35' by 65')
- One nursery and processing building (5,000 sq ft, 50' by 100')

- One well pump house 150 sq ft (10x15')
- Water tank house (need dimensions)
- Three water storage tanks (5,000 gallons).

The outdoor cultivation area covers ten (10) acres and includes:

- Ten (10) acres of outdoor cannabis cultivation area including hoop house structures
- Four storage containers of approximately 8 x 40' for outdoor cultivation tools and storage use.

The cultural resources inventory covered approximately 18 acres within the northern portion of the parcel where indoor and outdoor development is proposed. Access is via existing road. All staging will be confined to the development footprint.

In compliance with CEQA (Public Resources Code 2100 et seq.) and sections pertaining to historic resources (PRC 5024, PRC 5025(f), PRC 5024.1, PRC 5025.5) Great Basin Consulting Group, LLC was contracted by Resource Concepts Inc. (RCI) to complete a Class III archaeological inventory within the project area.

APN 001-150-004 is located near the town of Topaz, just south of Topaz Lake along the west side of Antelope Valley in northern Mono County (Figure 1). Antelope Valley is a 3.5 mile wide by 15 mile long alluvial plain drained by the West Walker River. The river flows northward through the valley eventually emptying into Walker Lake. The West Walker River Canyon marks the southern boundary of Antelope Valley while Topaz Lake, an agricultural reservoir and the Pine Nut Mountains lie at the northern edge of the valley. Step faults along the eastern edge of the Sierra Nevada define the western edge of Antelope Valley, the Sweetwater Mountains and Wellington Hills define the valley's eastern boundary. Vegetation in the area is typical of the Great Basin. Pinon and juniper occur in the surrounding mountains, sage and buckbrush dominate the mountain pediment and non-agricultural lands along the valley bottom. Agricultural fields characterize most of the valley floor (Figure 2). Small residential parcels on lots of 1 to 5 acres occur along US 395. Scattered cottonwoods and willows occur along ditches and as shade trees or windbreaks at farmsteads.

The project area lies along the east side of the valley and abuts the Nevada State Line. Access to the parcel is via Eastside Road and a road following the state line. Most of the parcel is covered by scattered sagebrush and crossed by existing roads. The parcel covers approximately 128 acres, of which only the northern 18 acres are proposed for development (Figure 3). Agricultural fields lie just west of the property. The area proposed for development has been disturbed by brush clearing, leaving only about 5.25 acres of undisturbed land.

Prior to the field visit, pertinent site records and documentation was requested of the California Historic Resource Information System, Eastern Information Center (EIC) and records available in the Nevada Cultural Resources Information System (NVCRIS) were consulted.

On March 24, 2022, EIC responded to the records search request (Appendix 1). They indicate that no cultural resource inventories or cultural resources have been recorded within one-half mile of the project parcel. A search of NVCRIS shows one inventory (*A Cultural Resources Survey Report for Enhancement of Operations and Training Proficiency at Marine Corps Mountain Warfare Training Center, Mono County, California, and Douglas County, Lyon County, and Mineral County, Nevada* 19824/R2009041701936) and one cultural resource located along Eastside Road within the one-half mile record search extent.

26Ly1698/USFS04170208392 comprises remains of the Double Springs – Desert Creek Toll Road/Risue Canyon Road.

No constructed features are shown in the project vicinity on the 1874 General Land Office Rectangular Survey Plat for Township 9 North, Range 23 East. Roads currently crossing the project parcel are depicted on the 1956 Desert Creek Peak 15-minute map.

A single steel horseshoe was identified within the inventoried portion of APN 001-150-004.

The project proponent understands the possibility that there may be resources of concern to the Mono Lake Kutzadika Tribe within the initial study area for this project. It is the proponent's goal to avoid cultural resources if possible, so your assistance on this matter would be most welcome.

Great Basin Consulting Group, LLC, a consultant working with RCI to prepare a cultural report is contacting you to consult on this project on behalf of the project proponent. Specifically, the information we are requesting from the Mono Lake Kutzadika Tribe is the following:

1. Are you aware of any culturally sensitive locations at or near the project location?
2. Do you have any concerns regarding the proposed project?
3. Do you need further information on the project?
4. Are there any others you would suggest be consulted on this project?

Your interest and participation are invaluable to the process. Both Great Basin Consulting Group and RCI want to ensure that any Tribal concerns are treated with respect and are addressed. The Mono Lake Kutzadika Tribe can request participation in the Section 106 process as a consulting party.

If you have any questions or concerns about the Section 106-consultation process, please contact Michael Drews, Great Basin Group, LLC, mdrews@greatbasingroup.com or 775-560-5074. If you have specific questions about the pier project at this property you may contact JoAnne Michal, RCI joanne@rci-nv-com or 775-883-1600.

Sincerely,



Michael Drews, Principal

Great Basin Consulting Group

Attachments: Topographic Map, Project Area, Draft Cultural Resources Report



April 21, 2022

Ms. Melanie McFalls
Chairperson
Walker River Reservation
P.O. Box 220
Schurz, NV, 89427

Subject: Invitation to Begin Informal Consultation for the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004)

Dear Ms. McFalls,

The purpose of this letter is to initiate informal consultation on the Proposed Chichewa/Sierra High Farms Cannabis Cultivation Project, Mono County, California (APN 001-150-004). Great Basin Consulting Group, LLC conducted a Class III reconnaissance survey for the proposed Chichewa/Sierra High Farms Cannabis Cultivation Project in Mono County, California (APN 001-150-004). The inventory was conducted to meet California Environmental Quality Act (CEQA) and AB 52 requirements. Formal Government to Government Consultation will be directed by Mono County.

Sierra High Farms is an adult/medical cannabis production and distribution facility. Product will be grown both indoor and outdoor. The indoor cultivation portion of the project will operate under a California Micro-business license issued by the DCC (Bureau of Cannabis Control) and will consist of cultivation, distribution, and non-storefront retail.

The outdoor portion will operate on a cultivator's license issued by the DCC. The property has the land use designation AG10 on which cannabis activities are allowed subject to a use permit and operation permit approved by Mono County.

The project site consists of approximately three (3) acres of site improvements for indoor cultivation use including greenhouses, lab, nursery, maintenance shop building, driveways, parking, and on-site wastewater treatment system. Components include:

- Four (4) 8,000 square-foot greenhouses (80' by 100') \ (up to 10,500 sq ft indoor mature plant canopy)
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APN 001-150-004 is located near the town of Topaz, just south of Topaz Lake along the west side of Antelope Valley in northern Mono County (Figure 1). Antelope Valley is a 3.5 mile wide by 15 mile long alluvial plain drained by the West Walker River. The river flows northward through the valley eventually emptying into Walker Lake. The West Walker River Canyon marks the southern boundary of Antelope Valley while Topaz Lake, an agricultural reservoir and the Pine Nut Mountains lie at the northern edge of the valley. Step faults along the eastern edge of the Sierra Nevada define the western edge of Antelope Valley, the Sweetwater Mountains and Wellington Hills define the valley's eastern boundary. Vegetation in the area is typical of the Great Basin. Pinon and juniper occur in the surrounding mountains, sage and buckbrush dominate the mountain pediment and non-agricultural lands along the valley bottom. Agricultural fields characterize most of the valley floor (Figure 2). Small residential parcels on lots of 1 to 5 acres occur along US 395. Scattered cottonwoods and willows occur along ditches and as shade trees or windbreaks at farmsteads.

The project area lies along the east side of the valley and abuts the Nevada State Line. Access to the parcel is via Eastside Road and a road following the state line. Most of the parcel is covered by scattered sagebrush and crossed by existing roads. The parcel covers approximately 128 acres, of which only the northern 18 acres are proposed for development (Figure 3). Agricultural fields lie just west of the property. The area proposed for development has been disturbed by brush clearing, leaving only about 5.25 acres of undisturbed land.

Prior to the field visit, pertinent site records and documentation was requested of the California Historic Resource Information System, Eastern Information Center (EIC) and records available in the Nevada Cultural Resources Information System (NVCRIS) were consulted.

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A single steel horseshoe was identified within the inventoried portion of APN 001-150-004.

The project proponent understands the possibility that there may be resources of concern to the Walker River Reservation within the initial study area for this project. It is the proponent's goal to avoid cultural resources if possible, so your assistance on this matter would be most welcome.

Great Basin Consulting Group, LLC, a consultant working with RCI to prepare a cultural report is contacting you to consult on this project on behalf of the project proponent. Specifically, the information we are requesting from the Walker River Reservation is the following:

1. Are you aware of any culturally sensitive locations at or near the project location?
2. Do you have any concerns regarding the proposed project?
3. Do you need further information on the project?
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Your interest and participation are invaluable to the process. Both Great Basin Consulting Group and RCI want to ensure that any Tribal concerns are treated with respect and are addressed. The Walker River Reservation can request participation in the Section 106 process as a consulting party.

If you have any questions or concerns about the Section 106-consultation process, please contact Michael Drews, Great Basin Group, LLC, mdrews@greatbasingroup.com or 775-560-5074. If you have specific questions about the pier project at this property you may contact JoAnne Michal, RCI joanne@rci-nv-com or 775-883-1600.

Sincerely,



Michael Drews, Principal

Great Basin Consulting Group

Attachments: Topographic Map, Project Area, Draft Cultural Resources Report

RESUMES



Education B.A. Anthropology, University of San Francisco

Professional Experience

Great Basin Consulting Group LLC, Carson City, Nevada

April 2014 to present

Director: Michael Drews created Great Basin Consulting Group LLC in April 2014 after a long tenure with Gnomon, Inc. Great Basin Group specializes in cultural resource consulting, field inventories, predictive models, and National Register evaluations. Mr. Drews has over 40 years of experience conducting archaeological research in the Great Basin, California and the Pacific Northwest, with thirteen years of experience developing and implementing cultural resource models using GIS. Mr. Drews has provided his expertise for a wide range of projects in the Great Basin, California, and the Pacific Northwest including archaeological survey/inventory/testing/data recovery; historic contexts; geomorphology; faunal analysis; collection management; public outreach; historic architecture, National Register evaluations, and Section 106, NEPA and CEQA regulatory compliance for federal, state and municipal governments, private industry, land developers, the military and the scientific community in the western United States. Mr. Drews is familiar with ESRI ArcView, ESRI ArcGIS 10.x, geodatabases, and GeoMedia, Trimble Pathfinder Office, GPS and Total Station mapping. Mr. Drews was previously listed as Principal Investigator in Prehistoric and Historic archaeology on BLM Nevada, Oregon, and Washington Cultural Resource Permits

Gnomon, Inc., Carson City, Nevada

2000 to March 2014

Cultural Resource Project Manager: Michael Drews managed cultural resource related projects for Gnomon, specializing in creation of cultural resource management systems, cultural resource inventories, predictive models, and National Register Evaluations.

Nevada Department of Transportation Carson City, Nevada

1991 – 2000

Archaeologist II: Nevada Department of Transportation, Carson City. Plan, coordinate, and supervise archaeological field projects related to development of highway right-of-way and materials sources

Intermountain Research Silver City, Nevada

1982 – 1991

Staff Archaeologist: Coordinated and supervised archaeological field projects, managed mapping, drafting and graphics department.

Ancient Enterprises, Santa Monica, California

1978-1982

Staff Archaeologist. Supervised archaeological field projects in the Great Basin and Chumash cultural area of Southern California. Responsible for project budget, logistics and report preparation.

ARCHEOTEC, Inc, Oakland California

1976-1978

Archaeologist. Archaeological testing and monitoring of historic period sites and cargo ship remains in San Francisco, California.

Appointments

Carson City Historic Resources Commission

1989 – present

Appointed to the Carson City Historic Resources Commission by the Carson City Board of Supervisors. Advises Board of Supervisors on matters concerning identification, designation, preservation and enhancement of sites and structures of historic significance. Elected Commission chairman 2004 -2013 and 2016.

Preserve Nevada

2015-present

Preserve Nevada is a statewide nonprofit organization dedicated to the preservation of Nevada's cultural, historical, and archeological heritage. In partnership with the University of Nevada, Las Vegas, and the National Trust for Historic Preservation, Preserve Nevada purpose is to help identify and meet the special needs of Nevada's preservation community. Member of Board of Directors

Sierra Front, Northwest Great Basin Resource Advisory Council

2009 – 2012

Appointed to the Sierra Front/Northwest Great Basin Resource Advisory Council by the Secretary of the Interior. RAC recommendations address all public land issues, including: land use planning, recreation, noxious weeds, and wild horse and burro herd management areas.

Carson River Advisory Committee

1994-1997

Appointed to the Carson River Advisory Committee representing Cultural Resource, Native American and V&T Railroad issues. Development and implementation of the Carson River Master Plan.

Cultural Resource Projects

- | | |
|-----------|--|
| 2014-2017 | Conducted various Cultural Resource Inventory, Cultural Resource Monitoring, Cultural Resource Sensitivity Modeling, GIS development and spatial analysis projects for Great Basin Consulting Group, LLC. Clients included engineering firms, local governments, mining companies, and public utilities. |
| 2000-2014 | Cultural Resource Inventory projects, Cultural Resource Information System Development and Cultural Resource Sensitivity Modeling for Gnomon, Inc. GIS/database programming and spatial analysis. |
| 2007 | Data conversion of selected archival records and maps at the Northwest Information Center and North Coastal Information Center/ California Office of Historic Preservation for Natural Resource Conservation Service |
| 2004 | An Examination of Fire Effects on Prehistoric Period Cultural Resources in Nevada. With MACTEC Engineering, conducted a study on the effects of fire on selected classes of cultural resources for the Nevada Bureau of Land Management. |

- 2004 Cultural Resources Predictive Modeling for the Humboldt Toiyabe National Forest. Created an environmental based cultural resource model for fire management and grazing on Forest Service lands.
- 2004-1979 Principal Investigator, Field Supervisor and Crew Chief for various cultural resource inventory and mitigation projects in Nevada, California, Oregon, and Wyoming.

Technical Reports

Drews, Michael P.

- 2017 A Class III Cultural Resource Inventory for Washoe County School District Arrowcreek School Site Acquisition, Washoe County, Nevada. Report submitted to USFS Humboldt Toiyabe National Forest Report Number R2017041702643
- Class III Cultural Resources Inventory for Washoe County School District R&PP School Site Lease, Sun Valley, Washoe County, Nevada. Report submitted to BLM Carson City District Report Number CRR3-2752
- A Class III Cultural Resource Inventory for the Mitchell Bank Stabilization Project along the West Walker River APN 012-332-014 and APN 012-361-039, Lyon County Nevada for the Mason Valley Conservation District. Submitted to US Army Corps of Engineers.
- A Cultural Resources Visual Assessment for the Proposed Evans Creek Disturbance Area Associated with Rancharrah Equestrian Village Development, Reno, Washoe County, Nevada. SPK-2017-01003 Submitted to US Army Corps of Engineers.
- A Class III Cultural Resource Inventory of the Meridian 120 Project, APN 038-120-03, 038-120-10, 038-120-12, 038-120-13, 038-090-61, 038-132-25, Verdi, Nevada for Wood Rodgers, Inc.
- A Class III Cultural Resource Inventory of the Dayton Valley Conservation District Bank Stabilization Projects 111C and 010C Lyon County, Nevada. Submitted to US Army Corps of Engineers.
- 2016 A Class III Cultural Resource Inventory of a 100 Acre Parcel (APN 008-52-120) associated with the Proposed Carson City Disc Golf Course near Flint Drive, Carson City, Nevada for Carson City Parks and Recreation Department. Submitted to Nevada State Historic Preservation Office.
- Architectural Inventory for the Truckee Donner Land Trust Spillway Modification Project at Van Norden Reservoir, Nevada and Placer County, California. Submitted to: John Svahn Truckee Donner Land Trust 10069 West River Street Truckee, California, 96162
- A Cultural Resource Overview of Jacks Valley Ranch APN 1419 00-001-033 and APN 1419-00-002-028. Submitted to: Nevada Land Trust P.O.Box 20288 Reno, Nevada 89515



A Class III Cultural Resource Inventory of the Dayton Valley Conservation District Bank Stabilization Projects MCR-48 and MCR-49 Lyon County, Nevada. Submitted to US Army Corps of Engineers, Reno Office.

A Class III Cultural Resource Inventory for the proposed Summit Club Development, Sierra Summit, LLC APN 049-384-04, Reno, Nevada for Wood Rodgers Inc. Submitted to City of Reno, Planning Department, on behalf of US Department of Housing and Urban Development CDBG Grant.

- 2015 A Class III Cultural Resource Inventory for the Verdi Bridge Scour Project (G772, B764) Verdi CMAR Project, Verdi, Washoe County, Nevada Report Prepared for Wood Rodgers Inc, Submitted to Nevada Department of Transportation, NDOT: WA15-041R, Federal Highways Administration FHWA: NHP-080-1(170).

Historic Resources Evaluation Report of P-26-005900 associated with Hazard Tree Removal along US HWY 395 Postmile 114.69 to 115.20, Mono County, California. Liberty Utilities (CALPECO ELECTRIC) LLC 701 National Avenue Tahoe Vista, CA 96148, Angie Calloway Eastern Sierra Environmental Branch Chief CALTRANS District 9

Class III Cultural Resources Inventory for Burke Creek-Rabe Meadows Complex Restoration Plan, Phase I and Phase II, Douglas County, Nevada. Submitted to USFS Lake Tahoe Basin Management Unit South Lake Tahoe, California. Report #R2015051900026

A Class I Cultural Resources Inventory for Proposed DWSRF Downtown Streetscape Project, Carson City, Nevada. Report prepared for Carson City Public Works Department, Nevada Department of Environmental Protection

A Class III Cultural Resource Inventory of the Au-Reka Gold Work Plan #3 Block Exploration Area, Lander County, Nevada BLM Report Number CRR 6-3124-1. Submitted to Bureau of Land Management Battle Mountain District Mt. Lewis Field Office Battle Mountain, Nevada

A Class III Cultural Resource Inventory Associated with AAR #10 Route Modifications to the Nevada Hospital Association, Nevada Broadband Telemedicine Initiative Project, Nevada. Report Prepared for National Telecommunications and Information Administration (NTIA), BLM Las Vegas District, Pahrump Field Office CRR 5-2692

Class III Cultural Resources Inventory for a Placement of a Proposed 1.82 Mile Aerial Fiber Optic Line on Timbisha Tribal Lands, Nye County, Nevada as part of the Nevada Broadband Telecommunications Initiative (NBTI) Report submitted to Bureau of Indian Affairs, Pacific Regional Office, Sacramento, California.

Class III Cultural Resources Inventory for a Placement of a Proposed 12.8 Mile Fiber Optic Line on Walker River Paiute Tribal Lands, Mineral County, Nevada as part of the Nevada Broadband Telecommunications Initiative (NBTI) Report submitted to Bureau of Indian Affairs, Western Regional Office, Phoenix, Arizona

- A Class I Archival Review for the Proposed Liberty Utilities Hazard Tree Removal and Pole Replacement, Tahoe City 7300 Phase 2 Rebuild Project 8800-0214-0597. Report prepared for Liberty Utilities (CalPeco Electric) LLC
- A Cultural Resources Report for Proposed Clean Water State Revolving Fund 2014 Sewer Replacement and Storm Water Improvements, Carson City, Nevada. Report Prepared for Carson City Public Works Department, Nevada Department of Environmental Protection
- A Class I Cultural Resources Inventory for Proposed DWSRF E-W Transmission Main Phase 2A-2, Carson City, Nevada. Report Prepared for Carson City Public Works Department, Nevada Department of Environmental Protection.
- A Class III Cultural Resource Inventory of a Six Acre Parcel at 2595 East Second Street, Reno, Nevada (APN 032-050-64) Report Prepared for Wood Rodgers, Inc, Submitted to Bureau of Indian Affairs Western Regional Office, Phoenix, AZ
- Addendum to A Class III Cultural Resource Inventory for the Liberty Utilities CalPECo 619 Line Replacement, Plumas County, California HRM 01-03-2014. Report prepared for Liberty Utilities (CalPeco Electric) LLC, Submitted to Plumas National Forest.
- 2014 A Cultural Resources Report for Proposed Clean Water State Revolving Fund 2014 Sewer Replacement and Storm Water Improvements, Carson City, Nevada. Report Prepared for Carson City Public Works Department, Nevada Department of Environmental Protection
- A Class III Cultural Resource Inventory Associated with AAR #6 Route Modifications to the Nevada Hospital Association, Nevada Broadband Telemedicine Initiative Project, Nevada. Submitted to National Telecommunications and Information Administration (NTIA), BLM Nevada, Carson City District, Stillwater Field Office Las Vegas District, Pahrump Field Office
- A Class I Archival Review for the Rancharra Development, Reno, Nevada. Report Prepared for Wood Rodgers, Inc, Submitted to Washoe County Planning Department
- A Class I Archival Review for the Proposed Liberty Utilities Hazard Tree Removal and Pole Replacement, Tahoe City 7300 Phase 2 Rebuild Project 8800-0214-0597. Report prepared for Liberty Utilities (CalPeco Electric) LLC, Submitted to U.S. Forest Service, Lake Tahoe Basin Management Unit.
- A Class III Cultural Resource Inventory of a Forty-five Acre Parcel (APN 007-091-15/APN 007-60-101) at the Head of Ash Canyon, Carson City, Nevada for Nevada Land Trust. Submitted to Bureau of Reclamation Mid-Pacific Region Sacramento, California
- A Class III Cultural Resource Inventory of APN 014-090-011, Sierra County, California for Truckee Donner Land Trust. Submitted to Bureau of Reclamation Mid-Pacific Region, Sacramento, California Tracking Number 15-LBAO-010
- 2013 A Class III Cultural Resource Inventory for the Liberty Utilities CalPECo 619 Line Replacement, Plumas County, California Report submitted to Plumas National Forest HRM 01-03-2014

Michael Drews



- 2010 Archaeological Survey for Three Mono County Transportation Enhancement Projects in the Towns of Walker and Bridgeport, Mono County, California. Report on file CALTRANS District 9, Bishop, California.
- 2009 *Virginia & Truckee Railway Reconstruction Project Halfway House (Or308/Ly918) and Emigrant Trail (CrNv03-1411) Data Recovery Report*. Contributions by Michael Drews, Jeremy Hall, William White and Charles Zeier. Prepared for Federal Highway Administration and Sierra Front Field Office, Bureau of Land Management. Michael P. Drews (editor) BLM Report Number CRR 3-1597.3.
- An Architectural and Archaeological Inventory of the American Flat Mill, Storey County, Nevada. Report submitted to BLM Carson City Field Office, CRR 3-2468, FDD070044.
- 2008 A Class III Cultural Resource Inventory along a Mountain Bike Trail In Ash Canyon, Carson City, Nevada. Report prepared for Carson City, Department of Parks and Recreation.
- A Class III Cultural Resource Inventory for a Proposed R&PP Land Exchange, Carson City, Nevada. BLM Carson City Field Office CRR 3-2468.
- Class III Cultural Resources Inventory Bluebird Fuels Reduction Project, Douglas County, Nevada. BLM Carson City Field Office CRR 3-2452.
- A Cultural Resources Inventory for Sierra Pacific Power Company #141 Line Rebuild Washoe County, Nevada. Humboldt Toiyabe National Forest Project Number R 2008 04 17 01869.
- Addendum to a Class III Cultural Resources Inventory for the Petersen Mountains Fuels Treatment Project, Washoe County, Nevada. Report prepared for BLM Carson City Field Office CRR 3-2314-1
- The Carson City Field Office Cultural Resources Model for Fuels Management. Prepared for Bureau of Land Management, Nevada State Office, Carson City Field Office.
- 2004 In The Black Prehistoric Cultural Resources Probability Model. Prepared for U.S. Forest Service, Humboldt-Toiyabe National Forest, Sparks.
- Bridgeport Grazing and Cultural Resources Probability Model. Prepared for U.S. Forest Service, Humboldt-Toiyabe National Forest, Sparks.
- Drews, Michael and Sarah Branch
- 2015 A Class III Cultural Resource Inventory of the DTL Treatment Properties for the Dayton Valley Conservation District, Lyon County, Nevada. Report sSubmitted to Bureau of Reclamation, Mid-Pacific Region Sacramento, California
- Drews, Michael P., Jeremy Hall
- 2012 A Class III Archaeological Inventory of the Bently Property (APN 010-011-24 and 010-011-25) along the Carson River as required by the Southern Nevada Public Lands Management Act (SNPLMA) Funding Agreement. Submitted to BLM, Sierra Field Office, Carson City, Nevada. BLM Report Number CR 3-2596.

Michael Drews



- 2010 Archaeological Survey for Three Mono County Transportation Enhancement Projects in the Towns of Walker and Bridgeport, Mono County, California. Report on file CALTRANS District 9, Bishop, California.
- Class III Cultural Resource Inventory for Canoe Hill II, Washoe County, Nevada. BLM Report: CRR-3-2539. Bureau of Land Management, Sierra Front Field Office, Carson City
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Professional Papers

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- LiDAR as an Effective Tool for Locating Historic Mining Features at Buckhorn Mountain in Northeastern Washington. Poster Session. 44th Annual Conference on Historical and Underwater Archaeology, Austin, Texas. With David Harder, Chris Noll and Jeremy Hall.
- LiDAR as an Aid in Locating Historic Mining Features in Areas of Poor Surface Visibility. 32nd Great Basin Anthropological Conference, Layton, Utah. With Christopher Noll, David Harder, and Jeremy Hall
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Professional Affiliations

Great Basin Archaeological Association
Society for California Archaeology
Society for Historic Archaeology
Society for American Archaeology

Appendix C

Class III Archaeological Inventory for the Proposed Sierra High
Farms Cannabis Cultivation Project

April 21, 2022

Appendix D

Response to Comments on the Draft IS/MND

December 2022

Response to Comments

Background

The California Environmental Quality Act (CEQA) Guidelines Section 15074 requires a Lead Agency (Mono County Community Development and Planning) to review and consider all comments received on the Draft IS/MND prior to making a determination on a proposed project. The purpose of this Response to Comments document is to provide responses to comments received on the Draft IS/MND, consistent with CEQA requirements. Responses to comments that do not relate to physical changes to the environment are provided for informational purposes only.

Comments Received

Appendix E includes the comments received between September 30, 2022 and November 3, 2022 while the IS-MND was in circulation. The Mono County Community Development Department received sixteen (16) written comment letters. Comment letters are listed in Table D-1.

Table D-1. Comment Letter Table

Comment Letter Number	Name of Commenter	Affiliation
1	Kevin Ponce	California Department of Cannabis Control
2	Alisa Ellsworth	California Department of Fish and Wildlife
3	Tom Schaniel	Great Basin Unified Air Pollution Control District
4	Danny and Teri Dikes	Resident
5	Bert Bryan	Walker River Irrigation District
6	Cynthia and Rod Vickers	Resident
7	Kathy Maxwell	Resident
8	David Rogers	Resident
9	Rod Vickers	Resident
10	Daniel Dikes	Resident
11	Valanda Corbett	Resident
12	Helen Armas	Resident
13	Chuck Evans	Resident
14	Karen Fuerherm	Resident
15	Dave Thorson	Resident
16	Stephanie Coomes	Resident

Revisions to the Draft IS/MND

New or enhanced mitigation measures

Based on comments received, the mitigation measures and the mitigation monitoring and reporting program (MMRP) have been enhanced with more effective mitigations. The enhanced mitigations are more effective at reducing significant impacts and do not require recirculation of the IS/MND per CEQA Guidelines 15074.1.

Revisions to text

Based on comments or new information received the IS-MND has been revised. The Final IS-MND includes all changes. Text additions are underlined text and deletions are ~~striketrough~~ text. Changes are included in the following section.

Grouped Responses

This section groups similar comments and provides additional response. The grouped responses are referenced within individual comment letters.

GR-1 Project Notification

Comments suggest a lack of project notification to property owners in the vicinity.

The IS/MND was posted for a 30-day public review and comment between October 4, 2022 and November 2, 2022 in compliance with CEQA Guidelines CCR 15703. The project authorization requires a use permit issued by the Mono County Planning Commission. Prior to the Planning Commission hearing on the project, Mono County Community Development will notify adjacent property owners in Mono County within 300 feet by mail and post public hearing notices per General Plan Land Use Element Chapter 32.030 and Chapter 46 Noticing Requirements.

GR-2 Interstate Transport of Cannabis

Comments describe concerns regarding the transportation of cannabis on Stateline Road and across the Nevada-California border.

Interstate transport of cannabis is prohibited by the California Department of Cannabis Cultivation (DCC) regulations 15146. The IS/MND does not evaluate impacts of legal or illegal inter-state cannabis transport. The project site has access to East Side Lane without crossing the California-Nevada border. While Eastside Lane and Stateline Road do continue north into Nevada, these roads do not provide alternative access to state routes.

GR-3 Impact to Property Values

Comments describe impacts to, or concern that, property values near the project area will decrease.

Per CEQA Guidelines (CCR 14 § 15131a), economic effects of a project are not evaluated unless changes to socio-economic conditions result in physical changes to the environment caused by economic or social changes.

GR-4 Aesthetics – Lighting

Comments describe on-site lighting will contribute to light pollution, which would be significantly inconsistent with the general aesthetics of the area.

As discussed in Aesthetics 4.1 (d), the project would have security and emergency lighting that will be described within the lighting plan to be reviewed and approved by Mono County. The Department of Cannabis Cultivation regulations also have requirements for site lighting that must be met. The document has been revised to provide clarification as follows:

Commercial cannabis operations are required to comply with Dark Sky Regulations. Specific lighting specifications and designs shall be described in a Lighting Plan (Mono County General Plan – Land Use Element, 13.070 H and 13.080 B). Additionally, all DCC lighting requirements shall be met, these include shielded downward facing outdoor lights at all times and shielding for indoor lights from sunset to sunrise (DCC Code Regulations, title 4 §§ 16304(a)(6), 16304(a)(7)).

GR-5 Air Quality – Odor

Comments describe that odor from cannabis cultivation is a significant impact and proposed mitigation does not adequately reduce the impacts.

Mono County General Plan – Land Use Element, 13.070 E specifically address odor control and requires that the project have an odor mitigation plan to ensure that cannabis odors are mitigated outside and surrounding the facility of operation unless there is a lack of cannabis-related odor being generated due to location, design features, or other factors.

The County will audit the Odor Mitigation Plan and its effectiveness upon issuance of the Commercial Cannabis Operation Permit and during annual inspections.

The following discussion was added to 4.3 Air Quality-

Indoor cultivation and processing completely enclosed within buildings would be the only source of cannabis odor during Phases 1 and 2.

The project site is located away from existing habitable space under separate ownership and public roads. The distance between the project cultivation area and the nearest neighboring dwelling is 1,700 feet to the east-northeast and 0.4 miles southeast to the nearest road, Eastside Lane. There are five residences within one mile of the project area. In the vicinity of the project there are 19 residences within the Topaz Heights area of Douglas County. The distance between the project area and Topaz Heights residences is between 1,700 feet and 3.2 miles. There are six residences near Topaz Lane and Eastside Lane in Mono County between 1.0 and 1.5 miles from the project area. The project would not affect a substantial population due to the low density of residences in the vicinity. Prevailing winds are not directly aligned with neighboring residences or Eastside Lane. The project does not propose odor filtration or ventilation systems for indoor or outdoor cultivation; instead, the location of the project in relationship to receptors would not cause unreasonable impacts to receptors based on the siting of the cultivation areas. The cultivation use would generate cannabis odors detectable beyond the project property. Sensitivity to cannabis odor varies and adjacent uses may detect and find odors to be offensive which is a significant impact requiring mitigation. Mitigation Measure AQ-1 requires odor mitigation measures including posting notice, ambient odor monitoring, and reduction of outdoor cultivation area if odor is determined to be unreasonable.

To further reduce potential odor from cannabis cultivation, Mitigation Measures AQ-1 was revised as follows:

AQ 1: Odor Mitigation

The applicant shall post signs at the property line that provide a 24-hour project contact phone number and County code enforcement phone number in the case of nuisance odors.

- The applicant shall report any complaints of nuisance odors to the County within 72 hours of the complaint.
- The County shall conduct ambient odor survey at the property boundary and ambient monitoring during annual inspections. Monitoring would include odor surveys using a Nasal Ranger field olfactometer within the Project area and at the property boundary to quantify odor strength at each monitoring location.
- If measured cannabis odor exceeds a dilution threshold (“DT”) of seven when measured by the County with a field olfactometer at the property line for a minimum of two observations not less than 15 minutes apart within a one-hour period.
- For indoor cultivation, if the County determines an unreasonable impact, it may require implementation of odor-control filtration and ventilation systems to control odors; Devices and/or techniques incorporated in the building for all indoor cultivation and processing buildings.
- For outdoor cultivation, if the County determines an unreasonable impact the County shall require reduction of outdoor cannabis cultivation area to meet 300’ buffer to easterly property boundaries.

GR-6 Air Quality

Comments describe concerns regarding the use of propane generators and suggest the use of other renewable sources of energy. Comments note potential for impacts of dust cause by vehicle traffic and operations. Comments describe that the emissions modeling considers carbon dioxide and does not provide information about other air pollutants.

The project must comply with DCC regulations for the use of a portable or stationary generator (DCC Code title 4 § 16306 (b)).

Dust control measures shall be utilized on access roads and must be in compliance with Great Basin Unified Air Protection Control District regulations (Mono County General Plan – Land Use Element 13.080 C).

Additional information was added to Section 4.3 – Air Quality as follows:

GBUAPCD Rules 401 and 402 require use of control measures to minimize fugitive dust and particulate matter emissions. Initial site clearing for construction of indoor grow facilities could temporarily generate fugitive dust during vegetation clearing and grading activity. Due prevent visible particulate matter from being airborne, standard BMPs in accordance with an erosion control plan and Stormwater Pollution Prevention Plan will be implemented and will include use of water for dust control, covering of soil stockpiles when not actively in use, and minimizing areas of disturbance under construction at one time (MM AQ-2). Areas that are temporarily disturbed will be reseeded with native seed mixes for long term soil stabilization (MM WQ-1).

To minimize fugitive dust generated from discing and tilling practices associated with outdoor cultivation, farming practices will be modified to avoid discing and tilling when wind speed are in excess of 15 miles.

On-site generator use for energy production would comply with California Air Resources Board and GBUAPCD regulations including acquiring a permit if the generator exceeds 900 horsepower and airborne toxic control measures for generators (CCR Title 17 §93115 and CCR Title 4 §16306). For operation of the 100 hp propane co-gen generator a Stationary Source permit is likely not required.

The following Mitigation Measure was added to further reduce potential impacts to Air Quality:

Mitigation Measure AQ-2 Dust Control Mitigation Measures

- During construction, dust will be minimized through implementation standard BMPs consistent with CA Stormwater General Construction Permit and will include, but not limited to:
 - Minimize the exposed working areas at one time,
 - Covering soil stockpiles when not in actively in use or left overnight, and
 - Use of on-site water for dust control during clearing and grading.
- Avoid discing and tilling when wind speeds are in excess of 15 miles per hour.
- Driving speeds will be reduced to slower than 15 mph when on dirt roads within ¼ mile of public highways and residences.

The CalEEMod emission summary results for major air pollutant emissions for construction and annual operations were added to 4.3 Air Quality:

Based on CalEEMod emission modelling the project would emit the following

Table 4-1 Estimated Annual Construction Emissions

	<u>ROG</u>	<u>NOx</u>	<u>CO</u>	<u>SO2</u>	<u>PM10 Total</u>	<u>PM 2.5 Total</u>
	<u>Maximum Tons\yr</u>					
<u>Total</u>	<u>0.8264</u>	<u>0.7083</u>	<u>0.7355</u>	<u>1.4300e-003</u>	<u>0.0733</u>	<u>0.0462</u>

Table 4-2 Estimated Annual Operational Emissions

	<u>ROG</u>	<u>NOx</u>	<u>CO</u>	<u>SO2</u>	<u>PM10 Total</u>	<u>PM 2.5 Total</u>
	<u>Tons\yr</u>					
<u>Total</u>	<u>0.5531</u>	<u>0.3624</u>	<u>2.3950</u>	<u>4.3100e-003</u>	<u>0.4123</u>	<u>0.1135</u>

GR-7 Energy

Comments describe concerns regarding the use of propane generators and suggest the use of other renewable sources of energy.

DCC Regulations Section 16305 require indoor cultivation operations to meet the local unity provider’s average electricity greenhouse gas emissions intensity requirement. If the weighted greenhouse gas emission intensity is greater, then carbon offsets shall be purchased (DCC Code title 4 § 16305 (a) (b)).

Additional discussion was added to the IS/MND section 4.7 Energy to describe DCC requirements to meet average greenhouse gas emission intensity required by the local utility provider; or if intensity is higher, to obtain carbon offsets.

GR-8 Hazards – Recreational Shooting

Comments note the BLM lands used for recreation shooting in the vicinity of the proposed project as a hazard.

The property abuts land managed by the Bureau of Land Management (BLM) Bishop Field Office and is less than 1 mile from lands managed by the US Forest Service Bridgeport Ranger District. Recreational shooting is allowed on BLM and Forest Service lands. BLM guidance for safe recreation shooting prohibits shooting from or over roads.

GR-9 Hydrology - Water Quality

Comments describe concerns of potential impacts to water quality from cannabis cultivation fertilizers, pesticides, and herbicides. Comments describe potential impacts to surface water from run-off.

Lahontan Regional Water Quality Control Board (LRWQCB) regulates cannabis cultivation operations according with General Order WQ 2019-0001-DWQ- General Waste Discharge Requirements and Waiver of Waste Discharge Requirements for Discharges of Waste Associated with Cannabis Cultivation Activities. The General Order categorizes activities by risk to water quality based on slopes and overall disturbance area. The proposed project would most likely be classified as a Tier 2, Low Risk due to slopes less than 30 and cultivation area greater than 1 acre. The requirements of the General Order are to submit a Site Management Plan, Nitrogen Management Plan, and Site Closure Report. Additionally, all permittees covered by the General Order are required to monitor winterizing measures and nitrogen application.

DCC Regs Pesticide Use Requirements 16307:

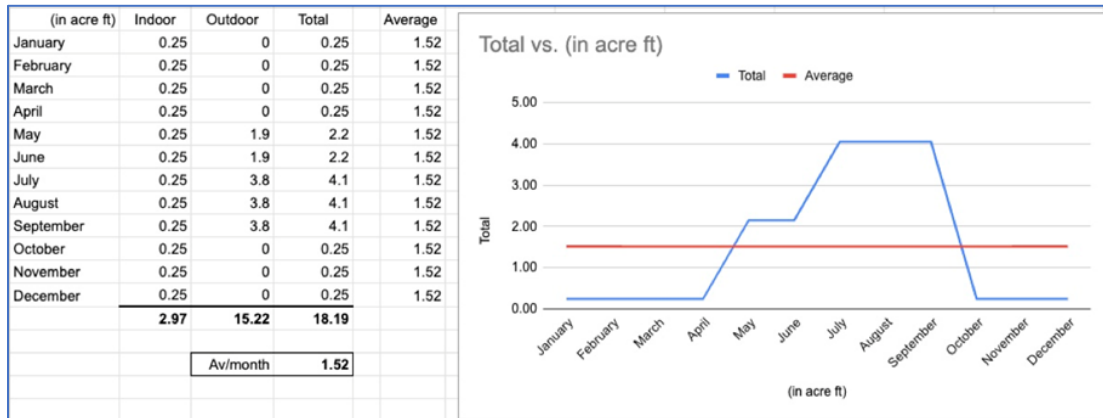
§16307. Pesticide Use Requirements.

- (a) Licensed cultivators shall comply with all applicable pesticide statutes and regulations enforced by the Department of Pesticide Regulation.
- (b) For all pesticides that are exempt from registration requirements, licensed cultivators shall comply with all applicable pesticide statutes and regulations enforced by the Department of Pesticide Regulation and the following pesticide application and storage protocols:
 - (1) Comply with all pesticide label directions;
 - (2) Store chemicals in a secure building or shed to prevent access by wildlife; Department of Cannabis Control Medicinal and Adult Use Commercial Cannabis Regulations Page 153 of 216
 - (3) Contain any chemical leaks and immediately clean up any spills;
 - (4) Apply the minimum amount of product necessary to control the target pest;
 - (5) Prevent offsite drift;
 - (6) Do not apply pesticides when pollinators are present;
 - (7) Do not allow drift to flowering plants attractive to pollinators;
 - (8) Do not spray directly to surface water or allow pesticide product to drift to surface water. Spray only when wind is blowing away from surface water bodies;
 - (9) Do not apply pesticides when they may reach surface water or groundwater; and
 - (10) Only use properly labeled pesticides. If no label is available, consult the Department of Pesticide Regulation.

GR-10 Hydrology – Groundwater Use

Comments describe the quantity of groundwater used for cultivation could potentially impact water supply to the surrounding private well owners and for future development.

Outdoor cultivation would utilize raised beds with mulch-covered drip tapes to maximize water usage by avoiding runoff and minimizing evaporation. Outdoor seasonal demand would be limited to 4,000 gallons per acre per day with peak usage occurring July-September. Usage during the months of May and June are estimated at half of peak amount.



Estimated Water Use per Year
(Information provided by Sierra High Farms)

Antelope Valley (6-007) is ranked as Very Low priority basin for low population and groundwater use. The estimated total of groundwater recharge for the Antelope Valley was between 15,600 AF and 22,800 AF per the 2014 Feasibility Assessment of a Water Transactions Program in the Walker River Basin (Carroll and Pohll 2013). Based on the projected water demand of 18.13-acre feet per year; the proposed project will have less than a significant impact on groundwater supplies.

To offset impacts to infiltration and groundwater recharge from an increase in impervious surface area associated with the indoor cultivation facility, constructed swales will serve to direct flows around the indoor cultivation pad and into a detention basin designed to capture the 25-year storm event and allow for stormwater infiltration and groundwater recharge. With the implementation of the drainage swales and stormwater detention basin, impacts to groundwater recharge are less than significant.

GR-11 Land Use and Planning

Comments note that the project and commercial cannabis use is not compatible with existing agricultural and residential uses in the vicinity. Comments also describe that the project would divide an existing community.

The following discussion is added to Land Use and Planning to describe the residential area of Topaz Heights and Douglas County, Nevada land uses:

4.11a -The project is located between Topaz Heights and residences along Topaz Lane. The existing rural neighborhoods and clusters of large lot agricultural residences on large lots lacking identifiable boundaries. The project does not create a physical barrier to access for the established community and would not physically divide an established community

4.11b Topaz Heights is a local place name describing the rural residential area of northern Antelope Valley within Douglas County, Nevada. Topaz Heights is considered part of the rural communities and neighborhoods as part of Antelope Valley. Per the Douglas County Master Plan adopted in 2020 the Antelope Valley Community Plan describes a Vision Statement for Antelope Valley: "Antelope Valley will remain a very low-density rural community focused on providing access to public lands, the Walker River, and other recreational use areas. "

The Antelope Valley Community Plan area of Douglas County is comprised of 95% Forest and Range and Agricultural land use designations. The Forest and Range land use designation allows limited agricultural and commercial uses, single family dwellings as permitted uses similar to the Agriculture designation of the Mono County General Plan Land Use Element.

GR-12 Noise

Comments note that the project will contribute to an increase in noise.

Noise produced on-site will comply with the Mono County General Plan Noise Element and Mono County Code (Chapter 10.16.060 A-C) - the maximum allowable exterior noise level for agricultural and commercial land use designations shall not exceed 65 dBA at all times. Additionally, the Planning Commission retains the right to approve the use of a "fixed noise source", this includes the use of a generator.

GR-13 Public Services - Police Protection

Comments describe concerns about potential increases in crime created by the project, and the possibility of inducing illegal cannabis cultivation in the area. Comments note that the nearest Sheriff's offices are in Bridgeport, California, approximately 40 miles by road from the project and note response time issues due to the project location. Comments describe the timing of approval of the Security Plan as inadequate. Comments request the project provide additional Sheriff's Office facilities.

Mono County Community Development notes no permit compliance or criminal activities reported by law enforcement for the existing commercial cannabis uses in the area. The project would not change the physical environment resulting in a greater occurrence of or impacts from illegal cannabis cultivation in the project vicinity.

Law enforcement response distance and time are based on existing physical office locations. In remote locations actual response times may vary based on weather, staffing, and operational situations.

Per the Cannabis Operation Permit the proposed project must comply with the approved security plan (Mono County Code 5.60.130 G) and DCC Regulations. The required confidential Security Plan of DCC Regulations is submitted to the Sheriff's Office due to the sensitive information contained related to surveillance, alarming, and door lock system details. Based on the level of detail available with the use

permit application the property and proposed improvements are capable of meeting minimum requirements of DCC and Mono County for security improvements.

Mono County Sheriff's Office has not identified the need for additional facilities in Antelope Valley.

GR-14 Public Services - Fire Protection

Comments note the distance from fire service and possible impacts to fire protection capabilities due to propane storage.

The proposed project shall meet all regulations of the local fire district to ensure adequate access, water availability and other conditions for fire protection (Mono County General Plan, Chapter II section 13.070 K). In addition, commercial cannabis activities shall comply with General Plan Land Development Regulations, Chap. 22 Fire Safe Regulations; PRC sections 4290 and 4291, as well as current California Building Code.

If approved the project would be required to meet the updated California Building Standards Code including Fire Code. International Building Code Standard 6104.3 for separation between liquid propane gas storage and buildings, public ways, or lot lines of 50 feet for tanks between 2,001 and 30,000 gallons.

There are existing large propane tanks in Antelope Valley at High Country Propane in Walker and at Coleville/Bridgeport (MWTC) Liberty Military Housing. The addition of new liquid propane gas storage does not create a significant impact on public services.

GR-15 Transportation - Traffic

Comments note the projected increase in traffic on local roads as an impact and express concern about associated impacts of dust and erosion from unpaved roads.

The applicant provided additional information on peak employment by month and detail about type of trips generated by the commercial cannabis use which was incorporated in the trip generation analysis.

4.17a -Phases 1 & 2, indoor cultivation, would employ eight (8) full-time employees and seven (7) part time employees. Phase 3, outdoor cultivation would employ between 4 and 8 seasonal employees at build-out. Peak employee population is 23 employees. The peak employee population would be during the month of September at 23 employees. From October to April the employee population would be 15 employees. This analysis assumes trips based on peak seasonal employment month of September, during periodic indoor and seasonal outdoor harvesting and processing; employees would not live onsite and would commute to work each day. The proposed project is estimated to generate up to 100 vehicle/truck trips per day during Phase 3 peak seasonal employment.

- *92 employee vehicle trips (estimate of four trips per day per employee; two trips for commuting to work, and two trips during lunch hour),*
- *Two trips for the import of agricultural materials and supplies needed for the cultivation operation (1 in/1 out), and*
- *Two trips for the export of unprocessed cannabis plants/flower (1 in/1 out).*
- *Two trips for propane delivery (1 in/1 out)*
- *Two trips for non-storefront retail delivery (1 in/1 out)*

GR-16 Transportation – Fence Line Road Access

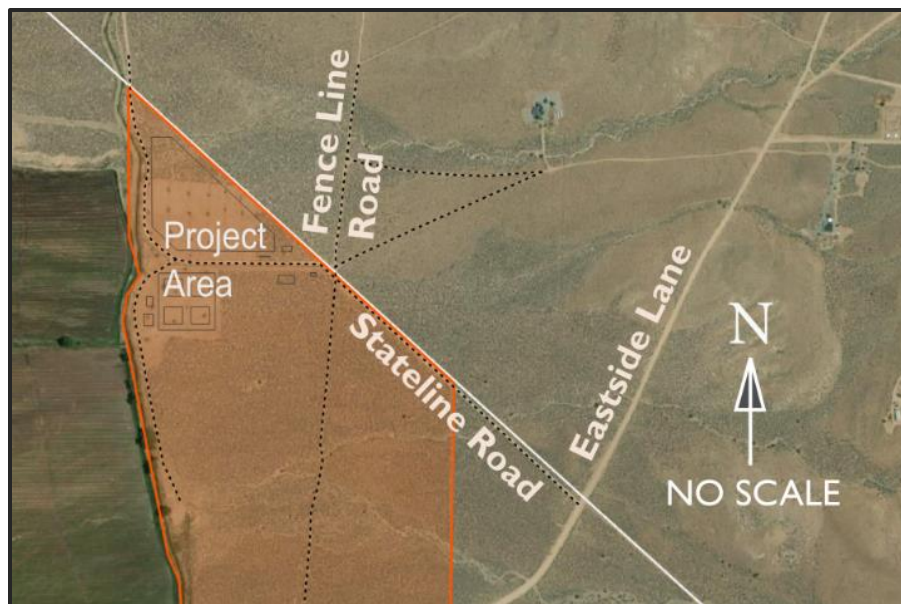
Comments describe impacts to Fence Line Road which is used by some of the nearby residents to access their properties.

Stateline Road is used to access Fence Line Road which is shared access between the project and property to the north. Fence Line Road is a private road. Proposed improvements would not change the access to or use of Fence Line Road by neighboring property owners.

Discussion and a map are added to 4.17 Transportation:

The project is in the vicinity of local roads Stateline Road and Fence Line Road. The project would use the portion of Stateline Road from Eastside Lane to the user permit area. The project would not use Fence Line Road north of the project site for primary access. Stateline Road is used to access Fence Line Road and residences in Douglas County, Nevada. Stateline Road and Fence Line Road are approximately 12 feet travelled way, native surface.

Figure 4-3 Local Roads Map



GR-17 Transportation – Emergency Access

Comments describe potential impacts to evacuation routes and functionality caused by the project.

The project includes emergency turnout improvements for the portion of Stateline Road located on the project property. No changes to existing circulation for local roads Eastside Lane, Stateline Road, and Fence Line Road would occur due to the project.

Discussion was included in 4.17 d:

Emergency access to the property is along private “Stateline Road” from Eastside Lane. The length of the access from Eastside Lane to the proposed project site is approximately 2,900 feet.

The existing access is a single lane of 12-18 feet wide. There is adequate area available for access improvements, CalFire Fire Safe Regulations and Mono County General Plan Chapter 22 - Development Standards that require improvements to and prescribe design standards for emergency access. The project site plan proposes a 48-foot outside diameter emergency access turnaround and turnouts every 400 feet consistent with requirements. Required improvements of new turnouts to Stateline Road would improve access conditions to Fence Line Road. The project does not propose changes that would result in significant impacts to emergency access to the project site or roads in the vicinity.

GR-18 Wildfire – Above-ground Utilities

Comments describe an increased risk of wildfire ignition due to the installation of above ground power utilities.

Discussion was added to 4.14 - Wildfire to include information from the Liberty Utilities Wildfire Mitigation Plan to describe wildfire risk from above-ground power lines.

The proposed above-ground powerline would create risk for wildfire ignition from equipment failure or line strikes caused by high winds. The Liberty Utilities Wildfire Mitigation Plan (WMP) classifies wildfire risk based on the designations of Office Energy Infrastructure and CalFire for High Fire Threat Districts (HFTD). The WMP designates Antelope Valley as HFTD-2 and the eastern portion of Antelope Valley as Moderate to identify and prioritize utility wildfire mitigation actions. Per the WMP and project description of 1.6 miles of above ground power lines there is a risk for wildfire ignition due to line impact, animals, and line-to-line faults. Covered conductor applications include insulating or coating power lines. Covered conductor is effective at mitigating several types of ignition drivers such as contact from objects and wire-to-wire contact, as well as reducing other equipment failures. (Liberty Utilities 2022). Liberty Utilities is implementing hardening projects including covered conductor upgrades on distribution lines within Antelope Valley. Mitigation Measure WF-2 would require utility hardening and vegetation management to reduce the risk of wildfire associated with new infrastructure to less than significant.

Mitigation Measure WF-2 was enhanced to include requirements for hardening proposed power lines to reduce risk.

WF-2 Overhead Utility *Hardening and* Vegetation Management

Mono County shall require the above-ground power utility lines and poles to be constructed with features that reduce the risk of wildfire ignition. Above-ground power utility hardening techniques shall be incorporated into the utility design. Examples of design features include covered conductors, tree wire, wider crossarms, metal poles, and hardware upgrades. The applicant shall provide site plans, electrical system design plans and details incorporating hardening techniques to Liberty Utilities and Mono County. Liberty Utilities and Mono County shall approve the above-ground powerline plans prior to construction. The site plan and system design shall include a vegetation management plan for proposed new overhead utilities corridors and new utility poles consistent with PRC 4292 and 4293, Public Utilities Commission General Order 95, and Liberty Utilities Wildfire Mitigation Plan. The applicant shall maintain vegetation to the standard of the vegetation management plan.

Letter 1: Kevin Ponce, Bureau of Cannabis Control



Department of
Cannabis Control
CALIFORNIA

Gavin Newsom
Governor

Nicole Elliott
Director

October 27, 2022

Michael Draper, Planning Analyst II
Mono County Community Development Department
Planning Division
P.O. Box 347
Mammoth Lakes, CA 93546
mdraper@mono.ca.gov

Re: Initial Study/Mitigated Negative Declaration (IS/MND) for Sierra High Farms Use Permit Project (SCH No. 2022100039)

Dear Mr. Draper:

Thank you for providing the California Department of Cannabis Control (DCC) the opportunity to comment on the Initial Study/Mitigated Negative Declaration (IS/MND) prepared by the County of Mono for the proposed Sierra High Farms project (Proposed Project).

DCC has jurisdiction over the issuance of licenses to commercial cannabis businesses in California. DCC issues licenses to cannabis cultivators, retailers, distributors, manufacturers, laboratories, and microbusinesses, where the local jurisdiction authorizes these activities. (Bus. & Prof. Code, § 26012(a).) All commercial cannabis businesses within California require a license from DCC. For more information pertaining to commercial cannabis business license requirements, including DCC regulations, please visit: <https://cannabis.ca.gov/cannabis-laws/laws-and-regulations/>.

DCC expects to be a Responsible Agency for this project under the California Environmental Quality Act (CEQA) because the project will need to obtain an annual microbusiness license and one or more annual cultivation licenses from DCC. In order to ensure that the IS/MND is sufficient for DCC's needs at that time, DCC requests that a copy of the IS/MND, revised to respond to the comments provided in this letter, and a signed Notice of Determination be provided to the applicant, so the applicant can include them with the application package it submits to DCC. This should apply not only to this Proposed Project, but to all future CEQA documents related to cannabis business license applications in Mono County.

General Comments (GCs)

1-1

GC 1: Phasing

The Project Description indicates that the Proposed Project would be constructed in three distinct phases. To the extent that these details are reasonably foreseeable, the IS/MND would be strengthened if it clarified how and/or whether corresponding operations would vary across phases of the project (e.g., variations in the number of employees hired, vehicle trips, equipment usage, and/or requirements for physical resources [e.g., water, energy]). DCC assumes that the IS/MND evaluates Proposed Project operations and maintenance activities as they are anticipated at full buildout (e.g., when all project phases have been completed). The IS/MND would be improved if the County confirmed (or clarified) this assumption.

1-2

GC 2: Acknowledgement of DCC Regulations

The IS/MND acknowledges that the Proposed Project requires cultivation and microbusiness licenses from DCC. The IS/MND could be improved if it acknowledged that DCC is responsible for licensing, regulation, and enforcement of commercial cultivation activities, as defined in the Medicinal and Adult Use Cannabis Regulation and Safety Act (MAUCRSA) and DCC regulations related to cannabis cultivation (Bus. & Prof. Code, § 26102(a)). Additionally, the IS/MND's analysis could benefit from discussion of the protections for environmental resources provided by DCC's cultivation and microbusiness regulations. Current regulations can be found at: <https://cannabis.ca.gov/cannabis-laws/dcc-regulations/>.

1-3

GC 3: Requirements for Mitigation Measures

When a CEQA document identifies impacts that are potentially significant, CEQA requires the Lead Agency to propose mitigation measures, where feasible, that may avoid, reduce, and/or minimize these impacts. According to the CEQA Guidelines, mitigation measures must be practical, specific, enforceable, effective, and roughly proportional to project impacts. This requires a Lead Agency to clearly disclose potential impacts and be sufficiently specific about prescribed mitigation measures. In several instances throughout the document, mitigation measures are not sufficiently specific to establish how such measures would minimize significant adverse impacts as a result of Proposed Project activities.

DCC requests that the County revise the IS/MND to clearly identify applicable mitigation, and provide a corresponding analysis in the IS/MND to explain how implementing proposed mitigation would reduce impacts to less-than-significant levels. For circumstances where it is not possible to fully specify mitigation measures, the IS/MND should provide as much specificity as is possible (e.g., describe best management practices, circumstances under which work would stop, buffers from biological resources, and operational practices). Measures should provide both standards (e.g., performance criteria) by which the effectiveness of the mitigation would be evaluated and actions that would be taken should the mitigation fail to meet the standards.

1-4***GC 4: Site-Specific Reports and Studies***

The IS/MND references certain project-specific plans, studies, and project-specific reports, including an Odor Mitigation Plan, Biological Technical Report, Class III Archeological Inventory, Stormwater Pollution Prevention Plan (SWPPP), Security Plan, and Cultural Resources Assessment. To ensure that DCC has supporting documentation for the IS/MND, DCC requests that the County advise applicants to provide copies of all project-specific plans and supporting documentation with their state application package(s) for any annual cannabis business license(s) to DCC.

Specific Comments and Recommendations

In addition to the general comments provide above, DCC provides the following specific comments regarding the analysis in the IS/MND.

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	Comment No.	Section Nos.	Page No(s).	Resource Topic(s)	IS/MND Text	DCC Comments and Recommendations
1-5	1	4.1 (d)	11	Aesthetics	N/A (General Comment)	The IS/MND would be strengthened if it referenced DCC's requirements that lights used in mixed-light cultivation activities must be fully shielded from sunset to sunrise to avoid nighttime glare. The document could also cite DCC's requirements that all outdoor lighting for security purposes must be shielded and downward facing. (Cal. Code Regs., tit. 4 §§ 16304(a)(6), 16304(a)(7)).
1-6	2	4	12	Air Quality	N/A (General Comment)	Page 21 of the IS/MND indicates that during Phases 1 and 2 of the project, an on-site combined heat and power propane generator (100 horsepower) would provide all electricity and heating to the project. The document would be improved if it provided an analysis of air quality impacts as a result of generator use.
1-7	3	4.3 (b)	12	Air Quality	Mono County, in general, meets all state air quality standards with the exception of state PM10 in the Mono Basin and Ozone near Mammoth Lakes (Mono County 2015). The proposed project site is located in an attainment area, and federal and state air attainment levels would not be exceeded.	The IS/MND would be improved if it addressed anticipated dust and particulate emissions that could result from cannabis cultivation operations and routine maintenance at the project site, including tilling or other soil disturbance and the use of delivery trucks, cultivation and maintenance equipment, and employee vehicles on dirt and gravel roads.
1-8	4	4.3 (d)	14-15	Air Quality	Sensitivity to cannabis odor varies and adjacent	Mitigation Measure AQ-1 requires the applicant to post signs at the property line

	Comment No.	Section Nos.	Page No(s).	Resource Topic(s)	IS/MND Text	DCC Comments and Recommendations
1-8					uses may detect and find odors to be offensive which is a significant impact requiring mitigation.	with contact information for reporting odor complaints, and requires the applicant to report complaints of nuisance odors to the County. However, the mitigation measure does not include any measures that would mitigate odors that may emanate from the project site if complaints are reported. The mitigation measure would be improved if it contained specific, enforceable actions that would avoid, reduce, or minimize the potentially significant impacts disclosed in the IS/MND.
1-9	5	4.6	21-22	Energy	The project proposes to initially operate off-grid due to the distance to existing electrical utility of approximately 3,000 feet. During Phases 1 and 2 of the project, an on-site combined heat and power propane generator (100 horsepower) would provide all electricity and heating to the project.	The IS/MND would be improved if it provided an analysis of whether the use of a generator to supply energy to the Proposed Project during Phases 1 and 2 would result in a potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources.
1-10	6	4.6	21-22	Energy	N/A (General Comment)	The document would be strengthened if it described how the Proposed Project would comply with DCC regulations relating to the use of generators in cultivation projects. (Cal. Code Regs., tit. 4 § 16306.)
1-11	7	4.6	21-22	Energy	N/A (General Comment)	The document would be strengthened if it described how the Proposed Project would comply with DCC regulations relating to the use of renewable energy in cultivation projects. (Cal. Code Regs., tit. 4 § 16305.)

1-12

1-13

1-14

Comment No.	Section Nos.	Page No(s).	Resource Topic(s)	IS/MND Text	DCC Comments and Recommendations
8	4.8	25	Greenhouse Gas Emissions	N/A (General Comment)	The IS/MND would be more informative if the emissions data in Table 4.2 were compared to a state, regional, or local threshold of significance.
9	4.10 (b), 4.19 (b)	29, 42	Hydrology and Water Quality Utilities and Service Systems	Outdoor seasonal demand will be kept to 4,000 gallons per acre per day. These amounts constitute approximately 1% of the available water from the existing well/pump (Sierra High CUP application, 2021) [...] Outdoor seasonal demand will be kept to 4,000 gallons per acre per day. These amounts constitute approximately 5% of the available water from the existing well/pump the total water use of the project is estimated by the applicant to be 2.6 acrefeet per year (Sierra High CUP application, 2021).	The document gives conflicting estimates of the percentage of available groundwater that would be consumed by the Proposed Project. The document would be improved if it provided consistent data and based its analyses on such data.
10	4.17 (b)	36-37	Transportation	N/A (General Comment)	The document would be strengthened if it included vehicle trips related to retail deliveries in its analysis of transportation impacts.

1-15

1-16

Comment No.	Section Nos.	Page No(s).	Resource Topic(s)	IS/MND Text	DCC Comments and Recommendations
11	4.19 (b)	42	Utilities and Service Systems	N/A (General Comment)	The IS/MND would be improved if it provided data regarding anticipated groundwater supplies during dry and multiple dry years, and included an analysis of whether groundwater supplies are sufficient to serve the Proposed Project and reasonably foreseeable future development during dry and multiple dry years.
12	4.19 (d)	42	Utilities and Service Systems	The cannabis facility would not generate a substantial volume of solid waste that could not be accommodated at Benton Crossing Landfill, based on the small volume of waste that would be generated from the cannabis facility.	The IS/MND would be strengthened if it quantified the anticipated solid waste generation from the Proposed Project.

Conclusion

DCC appreciates the opportunity to provide comments on the IS/MND for the Proposed Project. If you have any questions about our comments or wish to discuss them, please contact Kevin Ponce, Senior Environmental Scientist Supervisor, at (916) 247-1659 or via e-mail at Kevin.Ponce@cannabis.ca.gov.

Sincerely,

Hengeveld, Caitlin@Cannabis  Digitally signed by Hengeveld, Caitlin@Cannabis
Date: 2022.10.31 16:28:29 -07'00'

Kevin Ponce
Senior Environmental Scientist Supervisor

Letter 1: Responses

Kevin Ponce
Bureau of Cannabis Control

Response to Comment 1-1

The comment suggests that the Initial Study & Mitigated Negative Declaration (IS/MND) of the proposed project would benefit from further description of the operations corresponding to each of the three phases of construction, as noted in the initial Project Description.

Section 1.1 Project Description describes the three proposed phases of project implementation. A further description of the number of employees by phase is discussed in Sections 2.1,4.14. Water use by phase is described in 4.10 – Hydrology.

Response to Comment 1-2

The comment suggests that the IS/MND could be improved by acknowledging that the Department of Cannabis Control (DCC) is responsible for licensing, regulation, and enforcement of commercial cultivation activities relevant to the proposed project. Additionally, the IS/MND could benefit from a description of the protections of environmental resources provided in the DCC’s regulations.

Section 2.1.5 was amended as follows to include references to DCC regulations.

California Department of Cannabis Control is responsible for licensing, regulation, and enforcement of commercial cannabis cultivation activities as defined in the Medicinal and Adult Use Cannabis Regulatory and Safety Act (MAUCRSA) and DCC regulations related to cannabis cultivation (Bus. % Prof. Code, § 26102(a).

DCC regulations include the following requirements related to addressing environmental impacts of cannabis cultivation. The requirements below may be discussed in more detail for a particular environmental factor.

Table 2-5. DCC Environmental Regulations

<u>DCC Regulation</u>	<u>Mono County Code</u>	<u>Requirement</u>
<u>15416</u>		<u>No transport outside California</u> <u>A delivery employee shall not leave the state of California while possessing cannabis goods.</u>
<u>16202 b</u>		<u>Prohibition of lighting for outdoor cultivation</u> <u>Outdoor cultivation licensees are prohibited from using light deprivation. Artificial lighting is permissible only to maintain immature plants outside the canopy area.</u>
<u>16304</u>		<u>General Environmental Protection Measures</u> <u>Water quality requirement of State Water Resources Control Board, Regional Water Quality Control Board, or California Department of Fish and Wildlife.</u>

<u>DCC Regulation</u>	<u>Mono County Code</u>	<u>Requirement</u>
<u>16305</u>		<u>Renewable Energy Requirements</u> <u>Beginning January 1, 2023, all holders of indoor, tier 2 mixed-light license types of any size, and all holders of nursery licenses using indoor or tier 2 mixed-light techniques shall ensure that electrical power used for commercial cannabis activity meets the average electricity greenhouse gas emissions intensity required by their local utility provider.</u>
<u>16306</u>		<u>Generator Requirements</u> <u>Licensed cultivators using generators rated at fifty (50) horsepower and greater shall demonstrate compliance with the Airborne Toxic Control Measure for stationary or portable engines, as applicable, established in title 17, California Code of Regulations, sections 93115-93116.5.</u>
<u>16307</u>	<u>5.60.130 C</u>	<u>Pesticide Use Requirements</u> <u>Licensed cultivators shall comply with all applicable pesticide statutes and regulations enforced by the Department of Pesticide Regulation.</u>
<u>16310</u>		<u>Pest Management Plan</u> <u>The licensed cultivator shall develop a pest management plan.</u>
<u>16311</u>		<u>Supplemental Water Source</u> <u>A copy of the well completion report filed with the Department of Water Resources pursuant to section 13751 of the Water Code.</u>
<u>17223</u>	<u>5.60.130</u>	<u>Waste management</u>
<u>17800</u>	<u>5.60.220</u>	<u>Enforcement</u>

Response to Comment 1-3

The comment requests that the IS/MND be revised, where relevant, to clearly identify mitigation efforts and explain how implementation of these mitigation efforts would reduce impacts to less-than-significant levels to comply with CEQA guidelines for mitigation measures. Additionally, in instances where mitigation measures cannot be fully specified in the IS/MND, the commentor requests the mitigation measures be as specific as possible and include standards for effectiveness and actions, should mitigation fail to meet those standards.

Mitigation Measure AQ-1 was amended to include provisions for odor monitoring and compliance actions. For additional information see GR-5 Air Quality – Odor.

Response to Comment 1-4

The comment requests that all project specific plans, studies, reports, and any supporting documentation submitted with the state application be supplied to the DCC for any annual cannabis business licenses.

Comment noted.

Response to Comment 1-5

The comment recommends that the IS/MND would be strengthened by referencing the DCC's lighting requirements for mixed-light cultivation activities, requiring lights to be fully shielded from sunset to

sunrise to avoid glare; and the requirements for outdoor lighting, requiring lights to be fully shielded and downward facing.

Section 4.1 Aesthetics was amended to include the following mitigation measure:

AES-1: Require Lighting Plan. Project is subject to Chapter 23, Dark Sky Regulations. The Mono County Community Development Department shall confirm that project lighting meets the requirements of County Code Chapter 23 – Dark Sky Regulations. The applicant shall submit plans for lighting describing the location and details of proposed fixtures with building permit application or prior to installation of outdoor lighting.

For additional conditions, see GR-4 Aesthetics – Lighting.

Response to Comment 1-6

The comment suggests that the IS/MND would be improved by further addressing the air quality impacts resulting from the use of a 100-horsepower generator supplying all electricity and heating to the proposed project during phases 1 and 2.

Generator use would comply with California Air Resources Board and GBUAPCD regulations including acquiring a permit if the generator exceeds 900 horsepower and airborne toxic control measures for generators (CCR Title 17 §93115 and CCR Title 4 §16306).

For additional information, see GR-7 Energy.

Response to Comment 1-7

The comment suggests that the IS/MND would be improved by addressing foreseeable dust and particulate emissions resulting from cannabis cultivation, operation, and routine maintenance.

See GR-6 Air Quality.

Response to Comment 1-8

The comment notes that mitigation measure AQ-1 does not address measures to mitigate odors emanating from the project site if complaints are reported.

See response to comments 1-3 and GR-5 Air Quality – Odor.

Response to Comment 1-9

The comment suggests improving the IS/MND by providing an analysis of the potential environmental impacts of using a generator to supply energy during phases 1 and 2.

See GR-7 Energy.

Energy usage is described in Section 4.6. The Project is subject to California Building Standards, Code requirements and standard conditions of approval required by the County or other agencies, including the energy conservation measures required in Title 24 Building Energy Efficiency Standards for 2019. For these reasons, the Project's consumption of electricity, gasoline, and diesel would not be considered wasteful, inefficient, or unnecessary.

Response to Comment 1-10

The comment recommends the IS/MND include a description of how the proposed project would comply with the DCC's regulations regarding the use of generators in cultivation projects.

See GR-7 Energy.

Response to Comment 1-11

The comment suggests that the IS/MND would be strengthened by including a description of how the proposed project would comply with the DCC's regulations regarding the use of renewable energy in cultivation projects.

See GR-7 Energy.

Response to Comment 1-12

The comment suggests comparing the emissions data from IS/MND Table 4.2 to state, regional, or local thresholds of significance.

See GR-6 Air Quality.

Response to Comment 1-13

The comment illuminates conflicting data provided in the IS/MND regarding the percent use of the available groundwater and suggests rectification of these discrepancies.

See GR-9 Hydrology – Water Quality and GR-10 Hydrology – Groundwater Use.

Response to Comment 1-14

The comment recommends the IS/MND include vehicle trips relating to retail deliveries in the transportation analysis.

Retail delivery trip estimates were updated. See GR-15 Transportation – Traffic.

Response to Comment 1-15

The comment suggests the IS/MND provide data regarding groundwater resources available during drought, and whether these resources are sufficient to supply foreseeable future development.

See GR-10 Hydrology – Groundwater Use.

Response to Comment 1-16

The comment suggests that the IS/MND would be improved by estimating solid waste generation.

Comment noted.

Letter 2: Alisa Ellsworth, California Department of Cannabis Control

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State of California – Natural Resources Agency
DEPARTMENT OF FISH AND WILDLIFE

Inland Deserts Region
3602 Inland Empire Blvd., Suite C220
Ontario, CA 91764
wildlife.ca.gov

GAVIN NEWSOM, Governor
CHARLTON H. BONHAM, Director



October 28, 2022
Sent via email

Michael Draper, Planning Analyst
Mono County
P.O. Box 347
1290 Tavern Rd.
Mammoth Lakes, CA 93546

Subject: Initial Study and Mitigated Negative Declaration for Sierra High Farms;
State Clearing House No. 2022100039

Dear Mr. Draper:

The California Department of Fish and Wildlife (CDFW) received an Initial Study/Mitigated Negative Declaration (IS/MND) from Mono County (County) for the Sierra High Farms Project (Project) pursuant to the California Environmental Quality Act (CEQA) and CEQA Guidelines.¹

CDFW ROLE

CDFW is California's **Trustee Agency** for fish and wildlife resources and holds those resources in trust by statute for all the people of the State. (Fish & G. Code, §§ 711.7, subd. (a) & 1802; Pub. Resources Code, § 21070; CEQA Guidelines § 15386, subd. (a).) CDFW, in its trustee capacity, has jurisdiction over the conservation, protection, and management of fish, wildlife, native plants, and habitat necessary for biologically sustainable populations of those species. (*Id.*, § 1802.) Similarly for purposes of CEQA, CDFW is charged by law to provide, as available, biological expertise during public agency environmental review efforts, focusing specifically on projects and related activities that have the potential to adversely affect fish and wildlife resources.

¹ CEQA is codified in the California Public Resources Code in section 21000 et seq. The "CEQA Guidelines" are found in Title 14 of the California Code of Regulations, commencing with section 15000.

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Mono County
October 28, 2022
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CDFW is also submitting comments as a **Responsible Agency** under CEQA. (Pub. Resources Code, § 21069; CEQA Guidelines, § 15381.) CDFW expects that it may need to exercise regulatory authority as provided by the Fish and Game Code. As proposed, for example, the Project may be subject to CDFW's lake and streambed alteration regulatory authority. (Fish & G. Code, § 1600 et seq.) Likewise, to the extent implementation of the Project as proposed may result in "take" as defined by State law of any species protected under the California Endangered Species Act (CESA) (Fish & G. Code, § 2050 et seq.), the Project proponent may seek related take authorization as provided by the Fish and Game Code.

PROJECT DESCRIPTION SUMMARY

The Project is located on approximately fifteen acres of a 124-acre parcel in Topaz, California in Mono County; Latitude 38.62726 N and Longitude -119.46284 W; Assessor's Parcel Number 001-150-004-000; within the Long Dry Canyon-West Walker River subwatershed. The Project is bounded on the northeast side by the California/Nevada border and Fenceline Road, on the south and east sides by open land, and on the west side by the Highline Ditch and agricultural land. The Highline Ditch is fed by unnamed ephemeral streams that cross the Project site.

Most of the Project site is covered by sage scrub. A section of the Project site was graded prior to receiving a grading permit or going through the CEQA review process. Removal of approximately fifteen acres of sagebrush shrub habitat is anticipated to occur during grading and construction of four indoor cultivation buildings, associated support buildings (e.g., water tank, shop, and lab), and widening of an existing access road. Additionally, approximately ten acres of shrub habitat will be impacted during phase three of the Project through removal of vegetation for outdoor cultivation.

The Project will construct four 12,312 square-foot greenhouses for indoor cultivation, one cultivation lab, one maintenance shop, a stormwater retention basin, one nursery and processing building, one well pump building, and one water tank building containing three 5,000-gallon tanks. Other development on the property includes ten acres of outdoor cannabis cultivation, a septic system, access roads, parking areas, and an above-ground 1.6-mile electrical service connection which includes the installation of thirty electrical poles along East Side Lane and on the Project property.

Timeframe: The Project will be constructed in three phases and is expected take approximately three years total to complete.

Michael Draper, Planning Analyst
Mono County
October 28, 2022
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COMMENTS AND RECOMMENDATIONS

2-1

The IS/MND proposes a total of three biological (BIO) mitigation measures (MM). While CDFW appreciates that the IS/MND includes measures to mitigate potential impacts to nesting birds and to avoid the introduction and proliferation of non-native plant species, CDFW believes the IS/MND's mitigation measures are insufficient to mitigate impacts to biological resources with the potential to occur on-site because the IS/MND's analysis for evaluating impacts to biological resources on the Project site is inadequate. Only two site visits were conducted by Resource Concepts, Inc. (RCI) biologists that were reconnaissance in nature and did not involve focused surveys. CDFW generally considers surveys valid for one year and the first site visit was conducted nearly two years ago. The second site visit, which took place in September of 2022, was focused exclusively on identifying plant species and was based on a walk-through instead of protocol level surveys for identifying sensitive plant species. Given the lack of survey information in this area of California, relying on sources such as the California Natural Diversity Database (CNDDDB) and United State of Fish and Wildlife Service's Critical Habitat Survey is insufficient to develop an appropriate inventory of the biological resources likely to occur on the Project site.

2-2

Additionally, given the Project site's adjacency to the Nevada state border, CDFW, as one of the state agencies tasked with permitting and enforcement of cannabis laws, is concerned with the potential for interstate transportation of cannabis products. Please note that interstate transportation of cannabis products is precluded by Federal Laws and Regulations and would likely result in the revocation of licensing issued by the state of California. Please ensure the Project demonstrates and documents avoidance of interstate transportation in accordance with Federal Laws and Regulations.

To assist the County in adequately mitigating the Project's potentially significant impacts to biological resources, CDFW offers the comments and recommendations presented below, and in Attachment 1 "Mitigation Monitoring and Reporting Program (MMRP)", pursuant to the CEQA Guidelines, section 15097(f). CDFW requests that the County revise and/or adopt the following mitigation measures prior to finalizing the IS/MND:

Nesting Birds

2-3

The sage scrub habitat on and adjacent to the Project site may serve as nesting, breeding, and foraging habitat for many species of birds including year-round residents and migratory species. Of special concern is the greater sage-grouse (*Controercus urophasianus*; CDFW Species of Special Concern [SSC]) which is dependent on sage scrub habitat, such as that on-site, and special consideration should be made to assure

Michael Draper, Planning Analyst
Mono County
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2-3

that no greater sage-grouse nests are disturbed during Project activities. CDFW appreciates the inclusion of MM BIO-1, which requires nesting bird surveys, but offers the following alternative to MM BIO-1 to clarify nesting bird survey timing, buffers, and monitoring:

MM BIO-1: Regardless of the time of year, a pre- construction sweep shall be performed to verify absence of nesting birds. A qualified biologist shall conduct the pre-activity sweep within the Project areas (including access routes) and a 500-foot buffer surrounding the Project areas, within 2 hours prior to initiating Project activities. Additionally, a nesting bird survey shall be conducted by a qualified biologist no more than three (3) days prior to the initiation of project activities, including, but not limited to clearing, grubbing, and/or rough grading to prevent impacts to birds and their nests. The survey will be conducted by a qualified biologist. Surveys shall include any potential habitat (including trees, shrubs, the ground, or nearby structures) that may be impacted by activities resulting in nest destruction or abandonment. If nesting bird activity is present, a no disturbance buffer zone shall be established by the qualified biologist around each nest to prevent nest destruction and disruption of breeding or rearing behavior. The buffer shall be a minimum of 500 feet for raptors and 300 feet for songbirds, unless a smaller buffer is specifically determined by a qualified biologist familiar with the nesting phenology of the nesting species. The buffer areas shall be avoided until the nests are no longer occupied and the juvenile birds can survive independently from the nests, as confirmed by a qualified biologist. A qualified biologist shall inspect the active nest to determine whether construction activities are disturbing the nesting birds or nestlings. If the qualified biologist determines that construction activities pose a disturbance to nesting, construction work shall be stopped in the area of the nest and the 'no disturbance buffer' shall be expanded. If there is no nesting activity, then no further action is need for this measure.

2-4

Special Status Fish

The Highline Ditch, which runs along the western boundary of the Project parcel, contains occurrences of Lahontan mountain sucker (*Catostomus lahontan*; SSC) and mountain whitefish (*Prosopium williamsoni*; SSC) and may also host Lahontan cutthroat trout (*Oncorhynchus clarkia henshawi*; federally threatened). Given the possibility for these and other special status species to occur in this waterway, CDFW recommends the County adopt the following mitigation measure in the IS/MND as MM BIO-4:

MM-BIO 4: For all Project activities taking place adjacent to the Highline Ditch, Best Management Practices (BMPs) shall be employed to avoid

Michael Draper, Planning Analyst
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2-4

impacts to water quality and aquatic habitat of the Highland Ditch. Impacts may include, but are not limited to, delivery of excess sediment through grading, disking, or grubbing activities; delivery of excess nutrients through runoff from cultivation areas; delivery of toxins from pesticide application; or any other Project activities that have the potential to substantially alter or degrade the water quality or aquatic habitat of the Highline Ditch. BMPs may include avoiding pesticide application during periods of increased wind, limiting water usage to avoid runoff, and/or keeping exposed soil damp to limit movement during ground disturbing activities.

2-5

Additionally, CDFW would like to offer the following edits to WQ 1 (edits are shown in **bold** and ~~striketrough~~):

MM-WQ 1: Reseeding of Disturbed Areas: Directly following construction, disturbed areas shall be reseeded with a certified weed-free seed mix **consisting of local native plant species appropriate for sagebrush scrub habitats**. Seeded areas shall be watered as needed until fully established.

2-6

American Badger (*Taxidea taxus*)

The Project site is within medium-quality American badger habitat which may be impacted by Project activities. CDFW recommends the following measure as MM BIO-5 to avoid impacts to American badger:

MM BIO-5: A qualified biologist shall visually survey the Project area prior to construction to identify any feature/habitats suitable to support American badger (i.e., burrows, dens). Where an identifiable feature is present, the qualified biologist shall mark the potentially occupied feature for avoidance. If avoidance is infeasible, the qualified biologist shall determine whether the burrow or den is inactive or active. If the burrow or den is inactive, the qualified biologist shall excavate the burrow or den by hand and backfill to prevent reuse by American badger.

If American badger is present, applicant shall notify California Department of Fish and Wildlife (CDFW) and applicant should develop an American badger-specific avoidance and relocation plan detailing the protective avoidance and relocation measures to be implemented prior to the commencement of Project activities for CDFW review. The use of

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rodenticides and herbicides shall be restricted to avoid primary and secondary poisoning of badger.

2-7

Special Status Plants

The IS/MND should include measures to fully avoid and otherwise protect rare and sensitive plant species from Project related direct and indirect impacts. Plants constituting California Rare Plant Ranks 1A, 1B, 2A, and 2B generally meet the criteria of a CESA-listed species and should be considered as an endangered, rare or threatened species for the purposes of CEQA analysis. According to a CNDDDB query using Biogeographic Information and Observation System (BIOS) mapping software, beautiful cholla (*Grusonia pulchella*; CNPS Rare Plant Rank 2B.2), little cutleaf (*Hymenopappus filifolius* var. *nanus*; CNPS Rare Plant Rank 2B.3), American manna grass (*Glyceria grandis*; CNPS Rare Plant Rank 2B.3), masonic rockcress (*Boechea cobrensis*; CNPS Rare Plant Rank 2B.3), spiny milkwort (*Polygala subspinosa*; CNPS Rare Plant Rank 2B.2), and Lavin's milkvetch (*Astragalus oophorus* var. *lavinii*; CNPS Rare Plant Rank 1B.2) may occur within or in close proximity to the Project site.

After reviewing the Biological Technical Report (Appendix B), CDFW is concerned with the presumption of low likelihood of occurrence for many of the above-mentioned sensitive plant species. CDFW requests that a thorough assessment of special status plant species and communities according to CDFW's Protocols for Surveying and Evaluating Impacts to Special Status Native Plant Populations and Natural Communities (2018 or most recent version) be conducted prior to Project activities. CDFW recommends the following mitigation measure be included in the final IS/MND:

MM BIO-6: Prior to Project implementation, and during the appropriate season, a qualified biologist shall conduct botanical field surveys within the Project area following protocols set forth in the California Department of Fish and Wildlife's (CDFW) 2018 Protocols for Surveying and Evaluating Impacts to Special Status Native Plant Populations and Sensitive Natural Communities (CDFW 2018). The surveys shall be conducted by a CDFW approved botanist(s) experienced in conducting floristic botanical field surveys, knowledgeable of plant taxonomy and plant community ecology and classification, familiar with the plants of the area, including special-status and locally significant plants, and familiar with the appropriate state and federal statutes related to plants and plant collecting. The botanical field surveys shall be conducted at the appropriate time of year when plants will both be evident and identifiable (usually, during flowering or

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fruiting) and, in a manner, which maximizes the likelihood of locating special-status plants and sensitive natural communities that may be present. Botanical field surveys shall be conducted floristic in nature, meaning that every plant taxon that occurs in the project area is identified to the taxonomic level necessary to determine rarity and listing status. If any special-status plants are identified, the County shall avoid the plant(s), with an appropriate buffer (i.e., fencing or flagging). If complete avoidance is not feasible, the County shall mitigate the loss of the plant(s) through the purchase of mitigation credits from a CDFW-approved bank or land acquisition and conservation at a mitigation ratio determined by CDFW after Project analysis. If the Project has the potential to impact a state listed species, the Project Applicant should apply for a California Endangered Species Act (CESA) Incidental Take Permit (ITP) with CDFW.

2-8

Pesticides, Including Fungicides, Herbicides, Insecticides, and Rodenticides

Cannabis cultivation sites (whether indoor or outdoor) often use substantial quantities of pesticides, including fungicides, herbicides, insecticides, and rodenticides. Wildlife, including beneficial arthropods, birds, mammals, amphibians, reptiles, and fish, can be poisoned by pesticides after exposure to a toxic dose through ingestion, inhalation, or dermal contact (Fleischli et al. 2004, Pimentel 2005, Berny 2007). They can also experience secondary poisoning through feeding on animals that have been directly exposed to the pesticides. Even if used indoors, pesticides such as rodenticides may result in secondary poisoning through ingestion of sickened animals that leave the premises or ingestion of lethally poisoned animals that are disposed of outside. Even nonlethal doses of pesticides can negatively affect wildlife; pesticides can compromise immune systems, cause hormone imbalances, affect reproduction, and alter growth rates of many wildlife species (Pimentel 2005, Li and Kawada 2006, Relyea and Diecks 2008, Baldwin et al. 2009).

CDFW recommends minimizing use of synthetic pesticides, and, if they are used, to always use them as directed by the manufacturer, including proper storage and disposal. Toxic pesticides should not be used where they may pass into waters of the state, including ephemeral streams, in violation of Fish and Game Code section 5650(6). Anticoagulant rodenticides and rodenticides that incorporate “flavorizers” that make the pesticides appetizing to a variety of species should not be used at cultivation sites. Alternatives to toxic rodenticides may be used to control pest populations at and around cultivation sites, including sanitation (removing food sources such as pet food, cleaning up refuse, and securing garbage in sealed containers), and physical barriers

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(e.g., sealing holes in roofs and walls). Snap traps should not be used outdoors as they pose a hazard to nontarget wildlife. Sticky or glue traps should be avoided altogether as these pose a hazard to nontarget wildlife and result in a prolonged/inhumane death. In addition, the California Department of Pesticide Regulation (CDPR) stipulates that pesticides must meet certain criteria to be legal for use on cannabis. For details, visit:

<https://www.cdpr.ca.gov/docs/cannabis/questions.htm> and <https://www.cdpr.ca.gov/docs/county/cacltrs/penfltrs/penf2015/2015atch/attach1502.pdf>.

The Draft IS/MND states that pesticides will be used in large quantities at the cultivation site, therefore CDFW recommends the following mitigation measure:

MM BIO-7: Prior to construction and issuance of any grading permit, Sierra High Farms shall develop a plan, to be approved by Mono County, with measures to avoid, minimize, or mitigate the impacts of pesticides used in cannabis cultivation, including fungicides, herbicides, insecticides, and rodenticides. The plan should include, but is not limited to, the following elements: (1) Proper use, storage, and disposal of pesticides, in accordance with manufacturer’s directions and warnings, (2) Avoidance of pesticide use where toxic runoff may pass into Fish and Game section 1602 resources, including ephemeral streams, (3) Avoidance of pesticides that cannot be used on cannabis in the state of California, as set forth by the Department of Pesticide Regulation, (4) Avoidance of anticoagulant rodenticides and rodenticides with “flavorizers”, (5) Avoidance of sticky/glue traps, and (6) Inclusion of measures that serve as alternatives to the use of toxic rodenticides, such as sanitation (removing food sources such as pet food, cleaning up refuse, and securing garbage in sealed containers), and physical barriers.

2-9

Artificial Light

Light pollution has the potential to significantly and adversely affect fish and wildlife. Night lighting can disrupt the circadian rhythms of many wildlife species. Many species use photoperiod cues for communication (e.g., birdsong; Miller 2006), determining when to begin foraging (Stone et al. 2009), behavioral thermoregulation (Beiswenger 1977), and migration (Longcore and Rich 2004). Phototaxis, a phenomenon that results in attraction and movement toward light, can disorient, entrap, and temporarily blind wildlife species that experience it (Longcore and Rich 2004).

The IS/MND states that the Project site will create new sources of light from emergency and security lighting but defers the development of a lighting plan until an unspecified

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date in the future. Thus, CDFW recommends the following mitigation measure be included in the lighting plan and be implemented in the meantime, absent a lighting plan to minimize light pollution:

MM BIO-8: Light shall not be visible outside of any structure used for cannabis cultivation. This shall be accomplished by: employing blackout curtains where artificial light is used to prevent light escapement, eliminating all nonessential lighting from cannabis sites and avoiding or limiting the use of artificial light during the hours of dawn and dusk when many wildlife species are most active, ensuring that lighting for cultivation activities and security purposes is shielded, cast downward, and does not spill over onto other properties or upward into the night sky (see the International Dark-Sky Association standards at <http://darksky.org/>), and using LED lighting with a correlated color temperature of 3,000 Kelvins or less. All hazardous waste associated with lighting shall be disposed of properly and lighting that contains toxic compounds shall be recycled with a qualified recycler.

2-10

Employee Awareness of Wildlife Resources

Part of the Project proponent's responsibility is to educate individuals that will be on-site on the wildlife species that may be present and how to limit impacts to wildlife species in the area. CDFW recommends the following mitigation measure (MM BIO-9) be incorporated into the IS/MND to limit impacts to wildlife species in the area through employee education:

MM BIO-9: A qualified biologist shall conduct an education program for all persons employed or otherwise working on the Project site prior to performing any work on-site (Workers Environmental Awareness Program; WEAP). The WEAP shall consist of a presentation that includes a discussion of the biology of the habitats and species that may be present at the site. The qualified biologist shall also include as part of the WEAP information on the distribution and habitat needs of any special-status species that may be present, legal protections for those species, penalties for violations, and mitigation measures. The WEAP should include, but not be limited to: (1) best practices for managing waste and reducing activities that can lead to increased occurrences of opportunistic species and the impacts these species can have on wildlife in the area and (2) protected species that have the potential to occur on the Project site. Interpretation

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shall be provided for any non-English speaking workers, and the same instruction shall be provided for any individual prior to their performing any work on-site.

2-11

LSA Notification

The west side of the Project property borders Highline Ditch, a tributary to West Walker River. There is also an ephemeral stream channel that originates in the mountains to the east of the Project that flows west through the proposed outdoor cultivation area. The IS/MND is unclear whether impacts to these Fish and Game Code section 1602 resources are intended, but please note that the Department of Cannabis Control (DCC) requires cannabis cultivators to demonstrate compliance with Fish and Game Code section 1602 prior to issuing a cultivation license (Business and Professions Code, § 26060.1). To qualify for an Annual License from DCC, cultivators must have a Lake and Streambed Alteration (LSA) Agreement or written verification from CDFW that one is not needed. Cannabis cultivators may apply online for an LSA Agreement through the Environmental Permit Information Management System (EPIMS) at <https://epims.wildlife.ca.gov> and learn more about permitting at <https://wildlife.ca.gov/Conservation/Cannabis/Permitting>. Therefore, CDFW offers MM BIO-10 below:

MM BIO-10: Prior to construction and issuance of any grading permit, the Project proponent should obtain written correspondence from the California Department of Fish and Wildlife (CDFW) stating that notification under section 1602 of the Fish and Game Code is not required for the Project, or the Project proponent should obtain a CDFW-executed Lake and Streambed Alteration Agreement, authorizing impacts to Fish and Game Code section 1602 resources associated with the Project.

ENVIRONMENTAL DATA

CEQA requires that information developed in environmental impact reports and negative declarations be incorporated into a database which may be used to make subsequent or supplemental environmental determinations. (Pub. Resources Code, § 21003, subd. (e).) Accordingly, please report any special-status species and natural communities detected during Project surveys to the California Natural Diversity Database (CNDDDB). The CNDDDB online field survey form, along with the types of information reported to CNDDDB, can be found at the following link: <https://wildlife.ca.gov/Data/CNDDDB/Submitting-Data>.

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FILING FEES

The Project, as proposed, would have an impact on fish and/or wildlife, and assessment of filing fees is necessary. Fees are payable upon filing of the Notice of Determination by the Lead Agency and serve to help defray the cost of environmental review by CDFW. Payment of the fee is required in order for the underlying project approval to be operative, vested, and final. (Cal. Code Regs, tit. 14, § 753.5; Fish & G. Code, § 711.4; Pub. Resources Code, § 21089.)

CONCLUSION

CDFW requests that the County include in the final IS/MND the suggested mitigation measures (Attachment 1) offered by CDFW to reduce Project impacts.

CDFW appreciates the opportunity to comment on the IS/MND for the Sierra High Farms Project (SCH No. 2022100039) and hopes our comments assist Mono County in identifying and mitigating Project impacts on biological resources.

If you should have any questions pertaining to the comments provided in this letter, please contact Kevin Francis, Environmental Scientist at Kevin.Francis@wildlife.ca.gov.

ATTACHMENTS

Attachment 1: MMRP for CDFW-Proposed Mitigation Measures

Sincerely,

DocuSigned by:

84FBB8273E4C480...
Alisa Ellsworth
Environmental Program Manager

ec: Office of Planning and Research, State Clearing House, Sacramento
state.clearinghouse@opr.ca.gov

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ATTACHMENT 1: MITIGATION MONITORING AND REPORTING PROGRAM (MMRP)

PURPOSE OF THE MMRP

The purpose of the MMRP is to ensure compliance with mitigation measures during project implementation. Mitigation measures must be implemented within the time periods indicated in the table below.

TABLE OF MITIGATION MEASURES

The following items are identified for each mitigation measure: Mitigation Measure, Implementation Schedule, and Responsible Party. The Mitigation Measure column summarizes the mitigation requirements. The Implementation Schedule column shows the date or phase when each mitigation measure will be implemented. The Responsible Party column identifies the person or agency that is primarily responsible for implementing the mitigation measure.

Biological (BIO) Mitigation Measure (MM)	Implementation Schedule	Responsible Party
<p>MM BIO-1: Nesting Birds Regardless of the time of year, a pre-construction sweep shall be performed to verify absence of nesting birds. A qualified biologist shall conduct the pre-activity sweep within the Project areas (including access routes) and a 500-foot buffer surrounding the Project areas, within 2 hours prior to initiating Project activities. Additionally, a nesting bird survey shall be conducted by a qualified biologist no more than three (3) days prior to the initiation of project activities, including, but not limited to clearing, grubbing, and/or rough grading to prevent impacts to birds and their nests. The survey will be conducted by a qualified biologist. Surveys shall include any potential habitat (including trees, shrubs, the ground, or nearby structures) that may be impacted by activities resulting in nest destruction or abandonment. If nesting bird activity is present, a no disturbance buffer zone shall be established by the qualified biologist around each nest to prevent nest destruction and</p>	<p>Prior to commencing ground- or vegetation disturbing activities</p>	<p>Project Proponent</p>

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<p>disruption of breeding or rearing behavior. The buffer shall be a minimum of 500 feet for raptors and 300 feet for songbirds, unless a smaller buffer is specifically determined by a qualified biologist familiar with the nesting phenology of the nesting species. The buffer areas shall be avoided until the nests are no longer occupied and the juvenile birds can survive independently from the nests, as confirmed by a qualified biologist. A qualified biologist shall inspect the active nest to determine whether construction activities are disturbing the nesting birds or nestlings. If the qualified biologist determines that construction activities pose a disturbance to nesting, construction work shall be stopped in the area of the nest and the 'no disturbance buffer' shall be expanded. If there is no nesting activity, then no further action is need for this measure.</p>		
<p>MM-BIO 4: Special Status Fish For all Project activities taking place adjacent to the Highline Ditch, Best Management Practices (BMPs) shall be employed to avoid impacts to water quality and aquatic habitat of the Highland Ditch. Impacts may include, but are not limited to, delivery of excess sediment through grading, disking, or grubbing activities; delivery of excess nutrients through runoff from cultivation areas; delivery of toxins through from pesticide application; or any other Project activities that have the potential to substantially alter or degrade the water quality or aquatic habitat of the Highline Ditch. BMPs may include avoiding pesticide application during periods of increased wind, limiting water usage to avoid runoff, and/or keeping exposed soil damp to limit movement during ground disturbing activities.</p>	<p>Prior to commencing ground- or vegetation disturbing activities</p>	<p>Project Proponent</p>
<p>MM BIO-5: American Badger A qualified biologist shall visually survey the Project area prior to construction to identify any feature/habitats suitable to support American badger (i.e., burrows, dens). Where an</p>	<p>Prior to commencing ground- or vegetation</p>	<p>Project Proponent</p>

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<p>identifiable feature is present, the qualified biologist shall mark the potentially occupied feature for avoidance. If avoidance is infeasible, the qualified biologist shall determine whether the burrow or den is inactive or active. If the burrow or den is inactive, the qualified biologist shall excavate the burrow or den by hand and backfill to prevent reuse by American badger. If American badger is present, applicant shall notify California Department of Fish and Wildlife (CDFW) and applicant should develop an American badger-specific avoidance and relocation plan detailing the protective avoidance and relocation measures to be implemented prior to the commencement of Project activities for CDFW review. The use of rodenticides and herbicides shall be restricted to avoid primary and secondary poisoning of badger.</p>	<p>disturbing activities</p>	
<p>MM BIO-6: Special Status Plants Prior to Project implementation, and during the appropriate season, a qualified biologist shall conduct botanical field surveys within the Project area following protocols set forth in the California Department of Fish and Wildlife’s (CDFW) 2018 Protocols for Surveying and Evaluating Impacts to Special Status Native Plant Populations and Sensitive Natural Communities (CDFW 2018). The surveys shall be conducted by a CDFW approved botanist(s) experienced in conducting floristic botanical field surveys, knowledgeable of plant taxonomy and plant community ecology and classification, familiar with the plants of the area, including special-status and locally significant plants, and familiar with the appropriate state and federal statutes related to plants and plant collecting. The botanical field surveys shall be conducted at the appropriate time of year when plants will both be evident and identifiable (usually, during flowering or fruiting) and, in a manner, which maximizes the likelihood of locating special- status plants and sensitive natural communities that may be present. Botanical field surveys shall be</p>	<p>Prior to commencing ground- or vegetation disturbing activities</p>	<p>Project Proponent</p>

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<p>conducted floristic in nature, meaning that every plant taxon that occurs in the project area is identified to the taxonomic level necessary to determine rarity and listing status. If any special-status plants are identified, the County shall avoid the plant(s), with an appropriate buffer (i.e., fencing or flagging). If complete avoidance is not feasible, the County shall mitigate the loss of the plant(s) through the purchase of mitigation credits from a CDFW-approved bank or land acquisition and conservation at a mitigation ratio determined by CDFW after Project analysis. If the Project has the potential to impact a state listed species, the Project Applicant should apply for a California Endangered Species Act (CESA) Incidental Take Permit (ITP) with CDFW.</p>		
<p>MM BIO-7: Pesticides Prior to construction and issuance of any grading permit, Sierra High Farms shall develop a plan, to be approved by Mono County, with measures to avoid, minimize, or mitigate the impacts of pesticides used in cannabis cultivation, including fungicides, herbicides, insecticides, and rodenticides. The plan should include, but is not limited to, the following elements: (1) Proper use, storage, and disposal of pesticides, in accordance with manufacturers' directions and warnings, (2) Avoidance of pesticide use where toxic runoff may pass into Fish and Game section 1602 resources, including ephemeral streams, (3) Avoidance of pesticides that cannot be used on cannabis in the state of California, as set forth by the Department of Pesticide Regulation, (4) Avoidance of anticoagulant rodenticides and rodenticides with "flavorizers", (5) Avoidance of sticky/glue traps, and (6) Inclusion of measures that serve as alternatives to the use of toxic rodenticides, such as sanitation (removing food sources such as pet food, cleaning up refuse, and securing garbage in sealed containers), and physical barriers.</p>	<p>Prior to commencing ground- or vegetation disturbing activities</p>	<p>Project Proponent</p>

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<p>MM BIO-8: Artificial Light Light shall not be visible outside of any structure used for cannabis cultivation. This shall be accomplished by: employing blackout curtains where artificial light is used to prevent light escapement, eliminating all nonessential lighting from cannabis sites and avoiding or limiting the use of artificial light during the hours of dawn and dusk when many wildlife species are most active, ensuring that lighting for cultivation activities and security purposes is shielded, cast downward, and does not spill over onto other properties or upward into the night sky (see the International Dark-Sky Association standards at http://darksky.org/), and using LED lighting with a correlated color temperature of 3,000 Kelvins or less. All hazardous waste associated with lighting shall be disposed of properly and lighting that contains toxic compounds shall be recycled with a qualified recycler.</p>	<p>Prior to commencing ground- or vegetation disturbing activities</p>	<p>Project Proponent</p>
<p>MM BIO-9: Employee Awareness A qualified biologist shall conduct an education program for all persons employed or otherwise working on the Project site prior to performing any work on-site (Workers Environmental Awareness Program; WEAP). The WEAP shall consist of a presentation that includes a discussion of the biology of the habitats and species that may be present at the site. The qualified biologist shall also include as part of the WEAP information on the distribution and habitat needs of any special-status species that may be present, legal protections for those species, penalties for violations, and mitigation measures. The WEAP should include, but not be limited to: (1) best practices for managing waste and reducing activities that can lead to increased occurrences of opportunistic species and the impacts these species can have on wildlife in the area and (2) protected species that have the potential to occur on the Project site. Interpretation shall be provided for any non-English speaking workers, and the same</p>	<p>Prior to commencing ground- or vegetation disturbing activities</p>	<p>Project Proponent</p>

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<p>instruction shall be provided for any individual prior to their performing any work on-site.</p>		
<p>MM BIO-10: LSA Program Prior to construction and issuance of any grading permit, the Project proponent should obtain written correspondence from the California Department of Fish and Wildlife (CDFW) stating that notification under section 1602 of the Fish and Game Code is not required for the Project, or the Project proponent should obtain a CDFW-executed Lake and Streambed Alteration Agreement, authorizing impacts to Fish and Game Code section 1602 resources associated with the Project.</p>	<p>Prior to commencing ground- or vegetation disturbing activities</p>	<p>Project Proponent</p>
<p>MM-WQ 1: Water Quality Reseeding of Disturbed Areas: Directly following construction, disturbed areas shall be reseeded with a certified weed-free seed mix consisting of local native plant species appropriate for sagebrush scrub habitat. Seeded areas shall be watered as needed until fully established.</p>	<p>Prior to commencing ground- or vegetation disturbing activities</p>	<p>Project Proponent</p>

Letter 2: Responses

Alisa Ellsworth
California Department of Fish and Wildlife

Response to Comment 2-1

The comment suggests that the mitigation measures are insufficient to mitigate impacts to biological resources and pre-construction botanical surveys were not completed to California Department of Fish and Wildlife (CDFW) protocols.

The final IS/MND mitigation measures for biological resources will be revised to include four new mitigation measures as recommended by CDFW (MM BIO-4, MM BIO-5, MM BIO-6, MM BIO-7) and MM BIO-1 and MM WQ-1 will be revised as recommended in CDFW comment 2-3 and 2-5, respectively (see MMRP in Final IS/MND). With incorporation of these additional and revised mitigation measures, potential impacts to biological resources will be avoided or minimized to less than significant levels.

As described in the Biological Report in Attachment B, the botanical survey was completed on September 11, 2022, performed per CDFW survey protocols. A qualified biologist from Resource Concepts, Inc. (RCI) conducted plant surveys on foot using meandering transects. The survey area was typically defined as 50 feet on each side of the project area but was expanded in areas where potential habitat for sensitive plant species extended beyond the project area. The survey was timed so that target plant species could be located and positively identified in the field. Plant species that were not easily identified in the field were collected for identification using taxonomic keys. Every plant species encountered was identified to a sufficient level to determine if it was a species of concern. Prior to the survey, the USFWS's IPaC system and the CNDDDB were queried to identify special status species known to occur within the vicinity (all adjacent USGS quadrangles). Additionally, the Nevada Department of Wildlife and the Nevada Natural Heritage Program were consulted to identify any special status species documented across state lines that may also be present within the Project Area.

*Based on review of these databases and previous field reconnaissance, it is RCI's determination that two special status species have potential to occur and be impacted by the proposed project. These two species are beautiful cholla (*Grusonia pulchella*) and masonic rockcress (*Boechera cobrensis*). Beautiful cholla is a cactus, and if present, should be identifiable throughout the year. Masonic rockcress is a perennial herb of the Brassicaceae family that can be distinguished from other *Boechera* sp. by the common characteristics of its fruits and seeds. One species of *Boechera* was observed during the September 1 botanical survey, and while these individuals of *Boechera* were not in bloom, observation of the plant stems, basal rosette, and fruit suggest that the plants were not likely *Boechera cobrensis*. The 2022 plant survey was completed at an appropriate time for the targeted special status species.*

Response to Comment 2-2

The comment expresses concern related to possible interstate transport of cannabis products.

See GR-2 Interstate Transport of Cannabis.

Response to Comment 2-3

The comment describes possible impact to nesting birds and with special concern for sage-grouse nests and habitat. The comment suggests revision to MM BIO-1, which requires nesting bird surveys, and requests that it is replaced with the MM BIO-1 to clarify nesting bird survey timing, buffers, and monitoring.

MM BIO-1 will be revised in the Final IS/MND as suggested in comment 2-3 of the CDFW comment letter above.

Response to Comment 2-4

The comment expresses concern of possible impacts to special status fish species that may occur in Highline Ditch and recommends that Mono County add MM BIO-4 for project activities taking place adjacent to Highline Ditch.

MM BIO-4 will be added to the Final IS/MND as suggested by the CDFW comment letter above with the following changes:

MM BIO-4: For all Project activities taking place adjacent to Highland Ditch, where adjacent is defined as being within 50 feet from the top of bank, Best Management Practices (BMPs) shall be employed to avoid impacts to water quality and aquatic habitat of the Highland Ditch. Impacts may include, but are not limited to, delivery of excess sediment through grading, disking, or grubbing activities; delivery of excess nutrients through runoff from cultivation areas; delivery of toxins from pesticide application; or any other Project activities that have the potential to substantially alter or degrade the water quality or aquatic habitat of the Highline Ditch. BMPs may include avoiding pesticide application during periods of increased wind, limiting water usage to avoid runoff, and/or keeping exposed soil damp to limit movement during ground disturbing activities.

Response to Comment 2-5

The comment offers the suggested edit to MM WQ-1 to include the use of local native plant species appropriate for sagebrush scrub habitats.

MM WQ-1 will be revised in the Final IS/MND as suggested in comment 2-5 in the CDFW comment letter above.

Response to Comment 2-6

The comment requests the addition of MM BIO-5 which would require preconstruction surveys for the American Badger and includes measures for avoidance and minimization of impacts should the American Badger or burrows be identified on-site.

MM BIO-5 will be added to the Final IS/MND as written in comment 2-6 in the CDFW comment letter above.

Response to Comment 2-7

The comment requests that MM BIO-6 be included in the final IS/MND requiring pre-project botanical field surveys be conducted by a qualified biologist and in accordance with CDFW 2018 Protocols. The proposed mitigation measure includes avoidance and mitigation measures.

MM BIO-6 will be added to the Final IS/MND as written in Comment 2-7 of the CDFW comment letter above.

*Based on field reconnaissance and evaluation of the on-site vegetation communities, RCI's Biologist does not agree that there is suitable on-site habitat for little cutleaf (*Hymenopappus filifolius* var. *nanus*), spiny milkwort (*Polygala subspinosa*), and Lavin's milkvetch (*Astragalus oophorus* var. *lavinii*), even though the results of California Natural Diversity Database query shows that these species may occur in close proximity to the Project site.*

*There is potential habitat for American manna grass (*Glyceria grandis*) within adjacent Highland Ditch, although this species was not observed during the September 1, 2022 botanical survey. As the proposed project does not include any physical alteration to the ditch and no ground disturbance within 50 feet of the ditch, there would be no impact to American manna grass.*

*RCI does agree that the Project Area contains suitable habitat for beautiful cholla (*Grusonia pulchella*) and masonic rockcress (*Boechera cobrensis*); the Project Area has been sufficiently surveyed for these species. See response to comment 2-1 above.*

Response to Comment 2-8

The comment summarizes potential impacts to wildlife from use of pesticides, including fungicides, herbicides, insecticides, and rodenticides and recommends inclusion of MM BIO-7 in the final IS/MND. MM BIO-7 requires Sierra High Farms to develop a plan to avoid, minimize, or mitigate impacts from pesticides used in cannabis cultivation.

MM BIO-7 will be added to the Final IS/MND as written in comment 2-8 of the CDFW comment letter above.

Response to Comment 2-9

The comment expresses concern of impacts to fish and wildlife from light pollution. CDFW recommends inclusion of MM BIO-8 in the final IS/MND that includes use of blackout curtains where artificial light is used, limiting use of artificial light during hours of dawn and dusk, and use of shielded and cast down lights.

MM BIO-8 will be added to the Final IS/MND as written in comment 2-9 of the CDFW comment letter above.

The proposed project would have security/emergency lighting and no other outdoor lighting is proposed. Proper light shields and lighting design will be incorporated into the indoor cultivation buildings and shall comply with Land Use Element Chapter 23 – Dark Sky Regulations. For additional conditions see GR-4 Aesthetics – Lighting.

Response to Comment 2-10

The comment recommends inclusion of MM BIO-9 that educates individuals of on-site wildlife that may be present. MM BIO-9 requires a qualified biologist to conduct an education program for all persons working on the Project site prior to performing work.

MM BIO-9 will be added to the Final IS/MND as written in comment 2-10 of the CDFW comment letter above.

Response to Comment 2-11

The comment clarifies the need for compliance with Fish and Game Code 1602 for impacts to Highline Ditch and the on-site ephemeral stream channel and recommends MM BIO-10 that requires notification to the CDFW on the need for a Lake and Streambed Alteration Agreement.

MM BIO-10 will be added to the Final IS/MND as written in comment 2-11 of the CDFW comment letter above.

FW: IS and MND for Sierra High Farms Cannabis Cultivation

Michael Draper <mdraper@mono.ca.gov>

Mon 10/31/2022 2:43 PM

To: Scott Burns <sburns@mono.ca.gov>; dan@sierrahighfarms.com <dan@sierrahighfarms.com>; Zach Wood <zach@rci-nv.com>

From: Tom Schaniel <tschaniel@gbuapcd.org>
Sent: Monday, October 31, 2022 2:41 PM
To: Michael Draper <mdraper@mono.ca.gov>
Cc: Wendy Sugimura <wsugimura@mono.ca.gov>; Ann Logan <ann@gbuapcd.org>; Luke Eisenhardt <leisenhardt@gbuapcd.org>
Subject: IS and MND for Sierra High Farms Cannabis Cultivation

[EXTERNAL EMAIL]

Michael Draper,

Following are a few comments from Great Basin Unified Air Pollution Control District (GBUAPCD) in regards to this CEQA document.

3-1

On Page 2, GBUAPCD is listed as a Responsible Agency under Lahontan Regional Water Quality Control Board, but we are in no way associated with that agency. We think listing GBUAPCD as a Responsible Agency is appropriate, but a separate line item would be appropriate.

3-2

Under Section 4.3, Air Quality it would be appropriate to mention short term construction related air quality impacts, primarily potential dust impacts. These impacts would be regulated by GBUAPCD through the requirement that any commercial developer obtain a Secondary Source Permit from GBUAPCD for the construction of any buildings or similar structures related to the project.

3-3

Also, on Page 2, where GBUAPCD is listed as a Responsible Agency, there is a mention of permits for generator engines. Note that diesel generator engines over 50 bhp require permits from the District. Propane engines most likely do not unless they are very large (we ask that people intending to install a propane engine over 800 bhp have GBUAPCD do an informal review to see if the engine has enough emissions to require permitting). There is mention in the CEQA document of propane engines, so it seems highly likely that no permitting is required for the engines at this project, but we wanted to give the County a little more information so that County staff can decide if any mention needs to be made about GBUAPCD engine permitting.

Thank you for the opportunity to comment. If you have any questions feel free to reach out to me via email or phone.

Tom Schaniel
Air Quality Specialist II
Great Basin Unified Air Pollution Control District
157 Short Street
Bishop, CA 93514

(760) 872-8211 ext. 240
cell: (760) 937-2458

Letter 3: Responses

Tom Schaniel
Great Basin Air Pollution Control District

Response to Comment 3-1

The comment notes that the Great Basin Unified Air Pollution Control District (GBUAPCD) is indeed listed correctly as a Responsible Agency under the Lahontan Regional Water Quality Control Board (LRWQCB) but should be listed separately as the GBUAPCD is not associated with the Lahontan Regional Water Quality Control Board (LRWQCB).

The Final IS/MND has been revised as follows:

- Great Basin Unified Air Pollution Control District
 - Construction-Secondary Source Permits
 - Stationary Source Permits

Response to Comment 3-2

The comment recommends that the IS/MND Section 4.3, Air Quality, address potential dust impacts associated with short-term construction; these impacts would be regulated by the GBUAPCD.

The following has been added to the Air Quality Section 4.3 of the Final IS/MND:

GBUAPCD Rules 401 and 402 require use of control measures to minimize fugitive dust and particulate matter emissions. Initial site clearing for construction of indoor grow facilities could temporarily generate fugitive dust during vegetation clearing and grading activity. Due prevent visible particulate matter from being airborne, standard BMPs in accordance with an erosion control plan and Stormwater Pollution Prevention Plan will be implemented and will include use of water for dust control, covering of soil stockpiles when not actively in use, and minimizing areas of disturbance under construction at one time (MM AQ-2). Areas that are temporarily disturbed will be reseeded with native seed mixes for long term soil stabilization (MM WQ-1).

To minimize fugitive dust generated from discing and tilling practices associated with outdoor cultivation, farming practices will be modified to avoid discing and tilling when wind speed are in excess of 15 miles per hour (MM AQ-2).

Additionally, the following Mitigation Measure was added:

AQ-2: Dust Control

- *During construction, dust will be minimized through implementation standard BMPs consistent with CA Stormwater General Construction Permit and will include, but not limited to,*
 - *minimize the exposed working areas at one time,*
 - *covering soil stockpiles when not in actively in use or left overnight, and*
 - *use of on-site water for dust control during clearing and grading.*
- *Avoid discing and tilling when wind speeds are in excess of 15 miles per hour.*
- *Driving speeds will be _____ to slower than 15 mph when on dirt roads within ¼ mile of public highways and residences.*

Response to Comment 3-3

The comment notes the GBUAPCD permitting requirements for both diesel and propane generator engines, suggesting that it is unlikely that no permits will be required due to the use of a propane generator.

On-site generator use for energy production would comply with California Air Resources Board and GBUAPCD regulations including acquiring a permit if the generator exceeds 900 horsepower and airborne toxic control measures for generators (CCR Title 17 §93115 and CCR Title 4 §16306).

Letter 4: Danny and Teri Dikes, Resident

Comments on Initial Study and Mitigated Negative Declaration

Sierra High Farms Cannabis Cultivation

From Danny and Terri Dikes 10/24/2022

The report appears to be very dismissive and inaccurate with detail discrepancies throughout.

4-1

Under 2.1 Project Description: Sierra High Farms is proposing a ten-acre outdoor and 24,000 square-foot (SF) indoor commercial greenhouse cannabis cultivation operation (for year-round operation) *does not reflect same square-foot reported in 2.1.1 Proposed Buildings and Ancillary Structures: The project proposes to construct an adult recreation/medical cannabis production facility that includes Indoor Cultivation: Four 12,312 square-foot greenhouses (108' by 114') = 49,248sq.ft.*

Land historically used for cattle ranching. By putting 65,000sq. ft. of structures (16 buildings) on a 3+acre of parcel does not lend to the type of agriculture in the areas within the surrounding valleys.

4-2

2.1.2 *Project Phasing Plan map does not show scale or all structures.*

2.1.3 *Construction: 13,000 cubic yards of grading requiring over excavation of 2-3' should be monitored by Archeologist (or at a minimum training to construction staff on what to look for and who to contact if anything is discovered).*

2.1.4 *Unpermitted work and code enforcement activities: 13 acres of land cleared and grubbed without permit. During nesting bird season? Was Fish and Wildlife notified. Land was not seeded/germinated. Invasive weeds now cover cleared area. What is the penalty?*

4-3

2.1.5

2.1.6 *Operate between 8:00am and 5:00pm – is this 7 days a week? What about holidays? Why is retail delivery temporarily allowed and why is county code being amended? Is this currently applicable anywhere within 100+miles*

4-4

Section 3 Project Location and Setting

4-5

3.1 *Existing and Surrounding Land Uses: 15 acres adjacent to the Nevada state line – and residential parcels. Why were adjacent properties not give official notice of project/meetings? Access to the site crosses a private property. This road known locally as*

4-6

Stateline Rd historically has been used by local property owners to access Fence Line Road for access to properties along fence line (approx 7 parcels).

4-7

3.3 *“The six acres of native vegetation that was previously cleared...” previously stated in section 2.1.4 as being 13acres.*

4-8

4.1 *Aesthetics Scenic Vista “The Eastern Sierra Scenic Byway (i.e. Highway 395) and State Route 89 (Monitor Pass) are the nearest designated scenic highways located approximately eight (8) miles south of the project area”...INCORRECT – Hwy 395 is located 3.5 miles west of project site. This facility would be able to clearly be seen from Hwy 395, Hwy 89 as well as Hwy 208 located to the North. This is a fact because the adjacent residential homes located on 40 acre parcels can be seen from all these locations and they are significantly less square footage than the 65,000square feet of buildings proposed within 3 acres.*

4-9

“The visual quality of the project with utilities is compatible with neighboring agricultural.

4-9

land usages along Topaz lane and Eastside Lane where above ground utilities along roads are visible”. *Statement is untrue as there are no 65,000 sq ft (16 buildings – which multiple are proposed 25-30' tall on 3 acres) within the valley and with only 10 acres of outdoor cultivation. One or even three hay barns are not anywhere close to what is being proposed. There is also no Utilities within 1.6 miles of the proposed project. All residents north of the proposed project have chosen to live off-grid and do not want to see power poles or a city of buildings on 3 acres of project. It is definitely a significant negative aesthetic effect.*

4-10

“The Proposed project would have security/emergency lighting. Proper light shields and lighting design will be incorporated in the indoor cultivation buildings.” *Although Dark Sky regulations will be implemented, the security lights with shields will still illuminate the dark area and unless the buildings have no windows, the 24 hour grow operations will illuminate as well. This is significant in our area.*

The “No Impact” proposed project would not change the existing environment statement would significantly change the existing environment for all reasons stated above.

4.3 Air Quality

4-11

The maps showing indoor/outdoor cultivation is not to scale but does not appear to have a 300' buffer zone for habitable space under separate ownership and public roads (Stateline Rd historic usage by residents for access to Fenceline and multiple parcels along Fenceline Rd for over 25 years.)

4-12

Policy 1.L.3. Avoid, reduce and prevent potential issues specific to commercial cannabis activities that may adversely affect communities. *How is this proven effective before operational? Proven to who, do adjacent residents get feedback.*

4-13

“The project is located away from existing habitable space under separate ownership and public roads. ...Prevailing winds are not directly aligned with neighboring residents or Eastside Lane. The project does not propose odor filtration or ventilation systems. ...adjacent uses may detect and find odors to be offensive which is a significant impact requiring mitigation.” *This statement is untrue. There are adjoining residential homes on the North and East of proposed project. The prevailing winds come from the South and West making those homes and others downwind of the proposed project. Why was measuring devices put to the south of project? Odors would travel for miles and yet there is no proposed odor filtration or ventilation system. This is unreasonable as it is not common in the area causing significant impacts to receptors. Report states that “the cultivation use would generate cannabis odors detectable beyond the project property property...and adjacent uses may detect and find odors to be offensive which is a significant impact requiring mitigation.” Where is the mitigation?*

4.3.1 Mitigation Measures: “The applicant shall posts signs at the property line that provide a 24hour project contact phone number in case of nuisance odors.” *How does this remedy the odor? What will be done and when? How long to rectify issues?*

4-14

4.4 Biological Resources- Additional species of concern that were analyzed within the BA included the Bi-State Distinct Population Segment of Greater Sage-Grouse and Mule Deer. ...migratory birds and their nests is regulated by the MBTA. Two special status plants may occur on site. *RCI biologist surveyed on September 1, 2022 after the approx 15 acres of clearing and grubbing and with no nesting bird survey. Where is the violation, was DFW notified? Therefore impacts are significant. There are also Large Cottonwood trees that owls, hawks and eagles use along property edge. If nesting there would normally be 1000'*

buffer or monitoring required.

4-14

Biologist recommended:

Mitigation Measure Bio-1 – Nesting bird surveys.

Mitigation Measure BIO-2 – Weed Surveys prior to construction. *NOT DONE*

Mitigation Measure BIO-3 – Weed Free Certification (BMP) *Verified? By who?*

4-15

Archaeologist possibility that unmarked, previously unknown Native American or other graves could be present within the project site and could be uncovered by project-related construction activities. *Shouldn't a archaeologist be on-site or at least construction crew trained?*

4-16

“minimal increase in traffic from proposed project” *and additional 100 vehicle trips a day at least doubles what is currently active on Eastside Lane with residents. This is significant.*

4-17

4.6 Energy: *Why cant solar power be used instead of 30 power poles. All surrounding residents use Solar and Parks Ranch below has a very large solar array.*

4-18

4.7 Geology and Soils: “not located on or near an active fault zone... The nearest fault zone with potential for strong ground shaking is the Antelope Valley Fault zone, located approximately 3.43 miles with of the site.” *That is pretty near. And during the 2022 earthquake there were multiple rockslides that effected Hwy 395 coming through the canyon. There was minor damage within Walker and Coleville. The potential for damage is there.*

4-15

Construction requires over excavation of 2-3' increases potential for discovery- Archaeologist required on site?

4-19

4.9 Hazards and Hazardous Materials: Cannabis cultivation will require the use of fertilizers and pesticides in significant quantities. ...use of shipping containers for storage of fertilizers and herbicides. *Will there be off-gassing as containers can get extremely hot. How will these significant quantities effect air quality and water quality? Especially since there will be a detention basin that will allow for percolation into groundwater. With high winds in area how will the herbicides and fertilizers be kept on cannabis crops/project site? “limit the potential for exposure of people and the environment to hazardous materials”. All of us out here prefer to not be exposed top ANY hazards. Who will monitor and report. The fox should not be guarding the hen house.*

4-20

4.10 Hydrology and Water Quality: Project has potential to degrade water quality through temporary construction and long term operation. ...site drainage will be directed through a series of constructed swales to a stormwater detention basin... allows infiltration and minimizes impacts to water quality and flow into Highland Ditch. If it minimizes impacts to water quality than there is still an impact to our water quality. *Who will monitor/report usage and violations? Will arsenic found in water show up in cannabis? If water filtration will need to be used (i.e. osmosis) the quantity of water useage could double? Has well water been tested for quality? There are a few local surrounding wells that contain higher than acceptable limits or arensenic.*

Outdoor seasonal demand will be kept to 4,000 gallons per acre per day = *40,000 gal day is significantly more than previously states 4000 gallons per day.*

4-20

The estimated total of groundwater recharge for the Antelope Valley was between 15,600 AF and 22,800 AF per the 2014 Feasibility Assessment of a Water Transaction Program in the Walker River Basin. *The report was 8 years ago and we have had excessive drought years ever since. This should be considered.*

4-21

Stormwater runoff from the site could affect water quality within Highland Ditch a tributary to the West Walker River. *Yet another impact to our environment and quality of life. How will this be monitored/Reported. Hopefully not solely by HSCF. So Herbicides and Pesticides will either fill a detention basin to filter into our water table or flow down a drainage ditch into the Walker River. Lose/Lose scenario,*

4-22

- 4.11 Land Use and Planning - ...located in a rural area in the vicinity of established communities in Antelope Valley. The project would not physically divide an established community. *It does divide Topaz Heights (residents North and East of project site) to Topaz/Coleville/Walker. Once again report dismisses residents to the North and East of project.*

The project site is within the Agriculture land use designation, which is intended to preserve and encourage agricultural uses and provide for the orderly growth of activities related to agriculture. *Orderly growth = saturated cannabis market not equivalent to agricultural feed for livestock or food for human consumption.*

4-23

- 4.13 Noise: There are no noise-sensitive areas (e.g. residences...) *There are 4 adjacent residents to the North and East of property. Once again dismissed. What about 2 Generators, wind through power line. Equipment operation.*

Mono County Code 10.16 defines limits for excessive noise and sets noise level limits for land use. Sound pressure level as measured at the property boundary. Construction noise not allowed between 7:00pm and 7:00am. On Weekdays or on weekends. *Who monitors or report? What about holidays? What about after construction – operation – generators, tractors, trucks, cultivating equipment, etc...*

...proposed cultivation buildings approximately 150' from the property line are project features which reduce the noise impact at the property boundary and to sensitive receptors. *Stateline Road is a public access to Fenceline Rd and per Section 4.3 there is a habitable space under separate ownership, therefore, buildings and fields need to be 300' from property line. There is no sound buffer for receptors/residents to the North. Who monitors and reports DBA. Hopefully not solely the Fox (HSCF)*

4-24

- 4.14 Population and Housing: The project does not include construction of new housing and would not directly cause population growth. "Employee housing is not proposed as part of the use permit project. It is anticipated that farm labor housing would be established on the project property for employees as needed. Farm labor housing and single-family dwellings are allowed uses in the Agriculture land use designation subject to county building requirements. *Leaves a huge opportunity for more buildings, water usage, crime, noise, pollution, more vehicle traffic.... This is another significant impact to our community and opens the door to so many aspects not addressed in this report.*

4-25

- 4.15 Public Services: nearest fire station is the Coleville Station on Larson Lane approx.

4-25

three miles from site. *This is a volunteer station. Response times will be delayed as it is not a full time fire station.*

4-26

The Mono County Sheriff's office provides law enforcement services to unincorporated Mono County. The nearest sheriff's office is located in Bridgeport, approx 40 miles from the site. *Not very close proximity for a business that will "present an increased risk of criminal activities"*

4-27

The project includes a water supply for fire protection based on a well and static water storage. The existing well has capacity to provide a minimum fire protection water supply based on the type and square footage of the proposed buildings. *Are buildings not required to have fire suppression/sprinklers? Minimum fire protection...what about surrounding vegetation and other residents down wind? Static water Storage – is this the detention basin that will have herbicide and pesticide residuals in it? Sounds counter-intuitive and more dangerous!*

4-28

Cannabis cultivation may present an increased risk of criminal activities. ...Require video surveillance, professional alarm, and access control to areas of cannabis products...are not located near public streets. *If there is a increased risk of criminal activities it is not less than significant because a video surveillance and alarms system do not stop crime. And emergency response is 40 miles away. Stateline, Eastside Lane and Topaz Lane are all public streets within or less than one mile from project site.*

4-29

4.16 Recreation: Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated? *BLM access off road access and camping off Eastside Lane approximately ½ mile from property.*

4-30

4.17 Transportation: ...existing private road serves the project as a shared access with agricultural uses along the Highline Ditch to the north of the project. "Stateline Road" by users and is not named by Mono County. *Stateline has been used for over 25 years by residents who have parcels/homes off Fenceline Road.*

4-31

...employees would not live onsite and would commute to work each day.project is not anticipated to cause a significant increase in traffic *At least for now, but according to previous sections of this report it could change as farm housing and single-family dwellings could be allowed. 100 trips per day is significant when all the residents together don't make that many trips a day. 100 trips is approximately double what current residents north of the project use.*

4.18 Tribal Cultural Resources: Washoe Tribe and Kutzadika Tribe – Tribal consultation was initiated on April 19, 2022. No responses were received. Tribal cultural resources could exist.

4.19 Utilities and Service Systems: Mono County General Plan Development Standards Chapter 11 Prohibits

4-32

Mono County has adopted an EOP, which designates Hwy 395 as a primary evacuation route. *If there was a fire, hazardous spill, etc from the proposed site along Eastside Lane there would be no evacuation route for residents to the North and East of the site. There already is a moderate wildfire risk.*

4-33

Placement of new above ground utilities generally except that individual development may be granted a use permit to install overhead utility lines. *Extreme fire danger due to hiutilitiesgh winds.*

4-34

Placement will not significantly disrupt the visual character of the area. *It and low upland shrubs would not provide visual screening of new overhead will visually disrupt views.*

4.20 Wildfire: Moderate fire hazard severity zone. The Mountain View fire burned 20,375 acres and destroyed or damaged 100 dwellings. the project site is not flood irrigated and risk classification should reflect hazards of brush fuels that exist on the project site. For property near the project with similar attributes, the fhsz classification is moderate.

4-35

Substantially impair an adopted energy response plan or emergency evacuation plan? Highway 395 primary evacuation route. ...via Eastside Lane and Topaz Lane. The proposed project would not impair emergency evacuation capabilities of local routes...*It would if residents to the North and East could not use Eastside due to hazardous spill, or fire.*

4-36

UTILITIES: *30 overhead utility poles 20' high is a major concern due to high winds and The Mountain View fire in Walker, Ca (approx.8 miles away started this same way). There are also no power poles within 1.6 miles (just off Eastside and Topaz Lane – both paved roads) of site. All residential properties North and East are Off-Grid by choice. There is also access to BLM/Recreational land located along the 1.6 mile proposed installation. There is also a concern to environmental and biological resources during and after installation of poles in the area. Power should be required to be underground or renewable (solar).*

4-37

Other concerns: Property value decrease due to proximity to cannabis activity – known increase in crime

4-38

Cannabis market is saturated. What happens if this is built and then goes under? Are we left to look at this unwanted visual impact forever?

Letter 4: Responses

Danny and Teri Dikes
Resident

Response to Comment 4-1

The comment suggests that the IS/MND Section 2.1 Project Description and Sub-Section 2.1.1 Proposed Building and Ancillary Structures have differing total area values for the indoor cannabis production facilities.

Amendments were made to the Project Description to correct errors in the description of the proposed cannabis uses.

Response to Comment 4-2

The comment recommends that an archeologist should be present during construction, or construction staff should be briefed on artifact identification.

The Cultural Resources report prepared by Great Basin did not recommend mitigations for monitoring during construction. Mitigation Measures CR-1 and CR-2 require stop work and consultation with agencies and Tribes if cultural resources are discovered during construction.

Response to Comment 4-3

The comment asks whether the California Department of Fish and Wildlife (CDFW) was notified of any unpermitted land clearing.

Mono County Community Development Department conducted code enforcement activities per County Code. Mono County does not automatically notify State agencies of ordinance violations. Section 2.1.4 describes the unpermitted work and CDFW reviewed the IS\MND and provided comments and recommended mitigation measures.

Response to Comment 4-4

The comment expresses concern about hours of operation and request further clarification regarding weekly and holiday operating hours.

Additional information about operations was added to the Project Description in Section 2.1 of the Final IS/MND.

Response to Comment 4-5

The comment requests to know whether nearby property owners were notified of the proposed project and invited to comment during meetings.

See GR-1 Project Notification.

Response to Comment 4-6

The comment claims that access to the site of the proposed project crosses a private road, Fence Line Road, that is used to access multiple private properties.

Comment noted. See GR-16 Transportation – Fence Line Road Access.

Response to Comment 4-7

The comment suggests that there is a discrepancy in the IS/MND regarding the native vegetation that was previously cleared.

The amount of vegetation cleared and subjected to the Notice of Violation by Mono County was approximately 13 acres.

Section 3.3 Vegetation was revised to read:

*The ~~six~~thirteen (13) acres of native vegetation that was previously cleared from the project area has become revegetated with native grasses intermixed with a non-native, invasive tumble mustard (*Sisymbrium altissimum*).*

Response to Comment 4-8

The comment suggests that the proposed project site would be visible from the Eastern Sierra Scenic Byway and State Route 89.

The description of the State scenic highway designations of Section 4.1 Aesthetics are accurate. The project site is visible from State Route 89 a designated scenic highway and US 395 which is not designated as a state scenic highway.

Response to Comment 4-9

The comment suggests that the visual characteristics of the proposed project buildings and overhead utilities are not similar to those in the surrounding area. In addition, there are no overhead utilities within the nearby area surrounding the proposed project area.

See GR-11 Land Use and Planning.

Response to Comment 4-10

The comment raises concerns regarding indoor and outdoor lighting, which will illuminate an otherwise dark area.

See GR-4 Aesthetics – Lighting.

Response to Comment 4-11

The comment suggests that the IS/MND site maps are not to scale and do not show a 300-foot buffer from the property boundary.

Map exhibits are derived from the application site plan. Figure 2-1 is a not-to-scale extent map of the scaled Figure 2 Site Plan in Appendix A. The location of the cannabis cultivation uses is 50 feet from the property per the project description.

Response to Comment 4-12

The comment expresses concern related to avoiding, reducing, and preventing potential issues specific to commercial cannabis activities that may adversely affect communities, and requests further information.

Comment noted.

Response to Comment 4-13

The comment expresses concern related to odor and mitigation measures to eliminate or minimize odors escaping the operation.

See GR-5 Air Quality – Odor.

Response to Comment 4-14

The comment requests a biological survey for nesting birds and weeds with a Weed Free Certification (BMP).

Mitigation Measures BIO-1 and WQ-1 are included to reduce impacts to nesting birds and require weed-free best management practices.

See responses 2-3 and 2-5 made in response to CDFW comments.

Response to Comment 4-15

The comment suggests that an archaeologist be present during excavation.

See response to comment 4-2 (above).

Response to Comment 4-16

The comment expresses concern related to the projected increase in traffic on East Side Lane of up to 100 vehicle trips each day.

See GR-15 Transportation – Traffic.

Response to Comment 4-17

The comment suggests using solar power rather than running overhead powerlines to the proposed project area.

The project description does not include solar photovoltaic systems. Additional information is included in GR-7 Energy.

Response to Comment 4-18

The comment expresses concern related to proximity to nearest active fault zone.

A description of seismic hazard is included in 4.7 Geology and Soils.

Response to Comment 4-19

The comment expresses concern related to on-site storage of fertilizers and pesticides as it relates to air and water quality, and requests routine monitoring and reporting.

See GR-6 Air Quality and GR-9 Hydrology – Water Quality.

Response to Comment 4-20

The comment expresses concern related to negative water quality impacts for Highline Ditch and groundwater from potential proposed on-site drainage and retention basin. Additionally, the comment raises concern regarding groundwater recharge, drought, and proposed on-site water usage.

See GR-9 Hydrology – Water Quality and GR-10 Hydrology – Groundwater Use.

Response to Comment 4-21

The comment expresses concern regarding stormwater runoff and water quality in Highline Ditch, and requests routine monitoring.

See GR-9 Hydrology – Water Quality.

Response to Comment 4-22

The comment suggests that the proposed project would divide the community by separating residents in Topaz Heights from the community of Topaz/Coleville/Walker.

4.11 Land Use and Planning describes

Response to Comment 4-23

The comment raises concerns regarding noise from the standpoint of monitoring and reporting and suggests that the IS/MND failed to recognize several residents to the northeast of the proposed site as noise-sensitive areas.

See GR-12 Noise.

Response to Comment 4-24

The comment suggests that the IS/MND allows the possibility of construction of additional houses and buildings on-site and thereby has the potential to contribute to population growth.

The project description does not include housing or residential uses. The IS-MND does not analyze additional developments such as single-family dwellings which are allowed by the General Plan.

Response to Comment 4-25

The comment expresses concern related to proximity to nearest fire station and sufficient water supply on-site, additionally, the comment suggests the use of overhead fire suppression sprinklers indoor.

See GR-14 Public Services – Fire Protection.

Response to Comment 4-26

The comment expresses concern related to proximity of nearest law enforcement services and suggests that the mitigation measures given in the IS/MND insufficiently addresses this potential issue.

See GR-13 Public Services – Police Protection.

Response to Comment 4-27

The comment suggests that the proposed project will increase use of BLM land and access roads surrounding the proposed site.

Comment noted.

Response to Comment 4-28

The comment expresses concern related to possible interstate transport of cannabis products.

See GR-2 Interstate Transport of Cannabis.

Response to Comment 4-29

The comment expresses concern related to possible interstate transport of cannabis products.

See GR-2 Interstate Transport of Cannabis.

Response to Comment 4-30

The comment describes that Fence Line Road is used by local residents.

See GR-16 Fence Line Road Access. The IS\MND describes commonly used road names for reference. Fence Line Road is not dedicated or maintained road by Mono County.

Response to Comment 4-31

The comment expresses concern related to possible interstate transport of cannabis products.

See GR-2 Interstate Transport of Cannabis.

Response to Comment 4-32

The comment states that the only connection to evacuation routes for East Side Lane is south to Topaz Lane\US 395 and describes potential for evacuation impacts due to the proposed project.

See GR-15 Transportation – Traffic.

Response to Comment 4-33

The comment notes extreme fire danger due to aboveground utilities and winds.

See GR-18 Wildfire.

Response to Comment 4-34

The comment describes impacts to aesthetics due to low existing vegetation.

See GR-11 Land Use and Planning.

Response to Comment 4-35

The comment notes impact to local evacuation routes due to hazardous spill or fire.

See GR-17 Transportation – Emergency Access.

Response to Comment 4-36

The comment expresses the preference that utilities be installed underground, and notes concerns related to wildfire and aboveground utility construction impacts to biological resources.

Construction of utilities is required to meet Mitigation Measures related to biological resources and construction best management practices for air and water quality. See GR-18 Wildfire.

Response to Comment 4-37

The comment describes impacts to property values.

See GR-3 Impact to Property Values.

Response to Comment 4-38

The comment questions impacts if the project is constructed and not completed.

The IS\MND does not evaluate impacts if the project is incomplete. Mono County Code nuisance would apply to impacts from incomplete construction to address public health and safety.

Letter 5: Bert Bryan, Walker River Irrigation District



Walker River Irrigation District

Established in 1919

October 25, 2022

Via USPS Mail and Electronic Mail mdraper@mono.ca.gov
Mono County Community Development Department
ATTN: Michael Draper, Planning Analyst II
P.O. Box 347
Mammoth Lakes, California 93546

**Re: Initial Study & Mitigated Negative Declaration for Sierra High Farms Cannabis Cultivation
Our File No. 1709.0018**

Dear Mr. Draper:

This letter constitutes the Walker River Irrigation District's (the "District") comments on the September 28, 2022, Draft Initial Study & Mitigated Negative Declaration for Sierra High Farms Cannabis Cultivation (the "Initial Study"). The District only recently became aware of this matter.

The District is an irrigation district formed pursuant to the provisions of Nevada Revised Statutes, Chapter 539. There are 246,000 acres of land within the District boundaries. Lands with appurtenant water rights comprise a total of approximately 80,518 acres. All those lands are in Nevada. Most of those lands receive water directly or indirectly from the West Walker River.

5-1 Section 4.10 of the Initial Study states that "stormwater runoff from the site could affect water quality within the Highline Ditch, which is a tributary to the West Walker River." Section 4.10 also indicates that long term cultivation, operation and maintenance has the potential to discharge fertilizers, pesticides and other chemicals to surface waters or groundwater.

5-2 The Initial study seems to conclude that there would be no impact to surface waters because there is a requirement to incorporate "effective BMP's." The Initial Study does not detail what those BMPs would be. Moreover, it seems to suggest that facilities designed to capture a 25-year storm event will suffice. Without more details the District cannot evaluate this issue and determine if there will be impacts to the West Walker River and downstream water users. Containment of a 25-year storm event seems woefully inadequate.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Bert C Bryan", written over a horizontal line.

Bert Bryan,
Walker River Irrigation District
General Manager

Letter 5: Responses

Bert Bryan
Walker River Irrigation District

Response to Comment 5-1

The comment expresses concern relating to IS/MND Section 4.10, the potential for stormwater runoff to affect water quality within Highline Ditch, which conveys water to the West Walker River, and concern relating to the potential discharge of fertilizer, pesticides, and chemicals to surface water and groundwater.

See GR-9 Hydrology – Water Quality.

Response to Comment 5-2

The comment expresses concern with the lack of explicit detail regarding the best management practices that the IS/MND suggests would be sufficient to resolve impacts to surface water. In addition, the comment suggests that the proposed 25-year storm design for the facilities is inadequate.

See GR-9 Hydrology – Water Quality.

The 25-year storm design is included in the grading plan prepared by a CA Licensed Engineer and has been submitted to the County for review and approval.

Letter 6: Cynthia and Rod Vickers, Resident

Zach Wood

From: Michael Draper <mdraper@mono.ca.gov>
Sent: Thursday, October 27, 2022 5:07 PM
To: Zach Wood
Subject: FW: Concerns Regarding The Draft Mitigated Negative Declaration For Sierra High Cannabis Cultivation

Received yesterday.

-Michael

From: Cynthia & Rod Vickers <vickers4040@yahoo.com>
Sent: Wednesday, October 26, 2022 8:07 PM
To: Michael Draper <mdraper@mono.ca.gov>
Cc: John Peters <jpeters@mono.ca.gov>; dritchie@douglas.nv.us; mgardner@douglasnv.us; Derrick Hug <dhug@mono.ca.gov>; Nick Criss <ncriss@mono.ca.gov>
Subject: Concerns Regarding The Draft Mitigated Negative Declaration For Sierra High Cannabis Cultivation

[EXTERNAL EMAIL]

Hi Michael,

This email is in strong opposition to the Sierra High Cannabis Farm, with a proposed location in Walker/Topaz, CA parcel APN 001-150-004-000. (Parks Ranch)

First of all, as residents/property owners in Topaz Heights, it came as quite a surprise to my family, extended family and neighbors to hear that the location on Eastside Lane was the proposed site. The proposed farm would be 1,700 feet from our property.

Although the whole report is very concerning and feels very dismissive to the community and the place we call home, it also fails to truly address many concerns. I have a few I will comment on in this opposition statement.

6-1

My first major concern goes back to the proximity of the farm to my home that has been in our family since 1985. It is located just 1,700 feet from the proposed location. Per section 4.15 Public Services, it clearly states that the farm site presents an increased risk for criminal activity. My understanding is when criminal activity occurs Bridgeport Sheriff will be contacted which could be any where from 45 minutes to an hour and a half for response time, this is unacceptable. Also Mono county code 5.60 requires review and approval of a security plan by the sheriff's office as a condition of the cannabis operation permit. My understanding is this does not have to occur until the cannabis permit is granted which is again completely unacceptable, the community should be able to view such report which is a complete disregard for the safety and security of the people.

6-2

Another concern is hydrology and water quality. The amount of water that is going to be used to facilitate the needs of this farm is extremely concerning to the resources of the valley. On page 28 and 29 the water usage implied is dismissible and fails to address concerns due to contradictions of information.

6-3

In 4.10 of the report it clearly states that long-term cultivation operation and maintenance has the potential to discharge fertilizers, pesticides and other chemicals to surface waters and groundwater. Everyone East and North of the proposed site is off grid by choice and relies on their water well for drinking, bathing and watering. The report once again does not come close to providing enough information for the consideration of the health and safety of the surrounding community.

6-4

Moving on to Transportation in 4.17 on page 36. The proposed project is estimated to generate up to 100 vehicle/truck trips per day!!!! This increase in traffic will dramatically change the character, landscape, erosion on the roads and the air quality from dust. And do we know if these numbers just pertain to phase one, and will the numbers increase phase 2 and 3? So many unanswered questions.

One of the most disturbing things about this proposed project and report is that so many people knew nothing about it including water districts and the air quality control board.

In conclusion, this all does not feel like an agriculture 10 zoning, it feels more industrial. I hope you understand that if this is permitted it will have so many negative health and safety impacts on Antelope Valley, the place WE call home.

Thank you for your consideration in the opposition of the Sierra High Cannabis farm next to Park's ranch.

Cynthia Vickers
A VOICE -Antelope Valley Organization to Interrupt Cannabis Enterprise

Letter 6: Responses

Cynthia and Rod Vickers
Resident

Response to Comment 6-1

The comment expresses concern relating to the possible risk of increased criminal activity and incident response time of the Bridgeport Sherriff's Department. The comment also requests making a Security Plan available to the public.

See GR-13 Public Services – Police Protection.

Response to Comment 6-2

The comment expresses concern related to water quantity and quality, as they relate to the overall resources in the region.

See GR-9 Hydrology – Water Quality and GR-10 Hydrology – Groundwater Use.

Response to Comment 6-3

The comment raises concerns regarding IS/MND Section 4.10, the potential discharge of fertilizers, pesticides, and other chemicals to surface water and groundwater.

See GR-9 Hydrology – Water Quality.

Response to Comment 6-4

The comment expresses concern regarding IS/MND Section 4.17, the potential for up to 100 vehicle trips per day and increase in traffic, erosion impacts, and affect to air quality.

See GR-6 Air Quality and GR-15 Transportation – Traffic.

Letter 7: Kathy Maxwell, Resident

Zach Wood

From: Kathy Maxwell <maxwellranch9@gmail.com>
Sent: Thursday, October 27, 2022 8:45 PM
To: Michael Draper
Subject: Fwd: Proposed Marijuana Farm on Eastside Lane

You don't often get email from maxwellranch9@gmail.com. [Learn why this is important](#)

[EXTERNAL EMAIL]

----- Forwarded message -----

From: **Kathy Maxwell** <maxwellranch9@gmail.com>
Date: Wed, Oct 19, 2022 at 8:36 PM
Subject: Proposed Marijuana Farm on Eastside Lane
To: <vickers4040@yahoo.com>

Hi Everyone.

My name is Kathy Maxwell and my husband and myself live on Highway 395 in Topaz...directly across the hay fields from where the proposed Marijuana farm will be constructed. My husband and myself are fairly new up here as we bought our property in 2017 after retiring. We are full time residents and plan on remaining here until the good Lord takes us home.

I retired from Calaveras County Sheriff's Department as their only Crime Prevention Officer. My husband retired from the Integrated Waste Management Division as their Foreman. That being said....we both have had direct contact with legal and non legal Marijuana farms.

First and foremost, neither of us consider ourselves any type of specialists in this field. Please allow me to tell you what I have learned.

7-1

Yes....a marijuana farm will generate revenue for Mono County. But...to what extent? What is the value of our surrounding property going to be once another established farm is in operation?

7-2

I am aware we currently have a farm operating within the Walker area. Please don't tell me that hasn't encouraged illegal homeowners/renters to establish their own grows. Along with these farms and grows comes those who want to dip into the profits of said establishments. And I am not talking about desirables. I am talking about those who will sneak in and attempt to rob or burglarize these premises. Do we want that type of individuals driving or hiking up and down our beautiful country roads? I DON'T!!!! I didn't move up here to live in what I left in the county I moved from!!! I have in my career dealt with what this type of business brings to the community.....and believe me.....it will RUIN what beauty we have here. One legal grow turns to two legal grows, which turns to three legal grows.....eventually taking over the surrounding properties.

7-3

Plus...who knows what the drainage of a grow could do to our fields and water sources. I do not have any information on this nor do I have the desire to know. It would make me more frustrated about this proposal than I already am.

7-4

My husband has first hand experience as to the large amounts of illegal marijuana that comes with legal grows. Years ago before Calaveras County legalized grows...there were a few illegal grows that were eradicated by the Sheriff's

7-4

Department with the marijuana taken to the County landfill. Once the legal grows came to town...illegal grows sprouted up everywhere. The Sheriff's Department hauled more illegal marijuana to the landfill than had ever been eradicated before.

I sure hope all of you think real seriously prior to allowing another farm to be established here in our area. Mark my word...once another one is allowed...many many more will follow.....and major crime will follow.

Thank you for allowing me to give my opinion. I had planned on attending this meeting to sound off in person but have been called out of town on a family situation.

Signed
Kathy Maxwell
209-625-6763 text only

Letter 7: Responses

Kathy Maxwell
Resident

Response to Comment 7-1

The comment raises concerns relating to the impact of the proposed project on surrounding property values.

See GR-3 – Impact to Property Values.

Response to Comment 7-2

The comment expresses concern related to the possibility of increased crime and illegal activities.

See GR-13 Public Services – Police Protection.

Response to Comment 7-3

The comment expresses concern regarding possible impacts to soil and water resources.

See GR-9 Hydrology – Water Quality and GR-10 Hydrology – Groundwater Use.

Response to Comment 7-4

The comment conveys concern regarding the establishment of illegal cannabis operations.

See GR-13 Public Services – Police Protection.

Letter 8: David Rogers, Resident

David Patrick Rogers
2750 Fence Line Road
Gardnerville, NV 89511
capt_patrick@hotmail.com
29 October, 2022

Michael Draper
Planning Analyst
Mono County
mdraper@mono.ca.gov

Re: Sierra High Farms Cannabis Cultivation – Initial Study & Mitigated Negative Declaration

Dear Michael Draper:

I am writing with concerns that the proposed project's negative impacts are not adequately identified and the proposed mitigations are not sufficient. Specific issues that I am asking to be further addressed include:

8-1

- **Added fire risk due to power lines.** The proposed project significantly increases the fire risk in the Antelope Valley by including overhead power lines. A small clearing around power poles is not sufficient. Nor is a ditch that only contains water seasonally a sufficient fire break. The Mountain View Fire is a recent example of how inadequate these mitigation steps are and how real the danger is. Any power lines should be required to be installed underground.

8-2

- **Added fire risk due to propane generators.** Both the storage of fuel and the operation of the generators present additional fire risk. How are the firefighting capabilities of the local volunteer fire department going to be increased to help mitigate this risk? Is the local Fire department currently equipped to fight a fire fueled by 30,000 gallons of propane without endangering the surrounding areas? What on-site fire suppression systems are required? What additional risk does the stored fertilizers present? What is proposed to mitigate these hazards?

8-3

- **Added risk of crime.** How is the risk of crime mitigated? Considering this proposed facility is quite remote from the Mono County Sheriff, what is going to be done to increase law enforcement? What about the added risks to Douglas County? Has the Douglas County Sheriff's office been included in review of this proposed project? Are Douglas County residents included in the notices and review of this project?

8-4

- **De facto gun range.** There is a popular and frequently used gun range and camping area on BLM land just east of the proposed project. The proximity of frequent firearms use to the proposed project is a hazard not addressed.

8-5

- **Risk of objectional odors beyond the lands of the proposed project.** To say the prevailing winds are not in alignment with nearby properties is not accurate. My property is north of the proposed project. To have a 24-hour number for reporting odors and then to notify the county of any complaints does nothing to actually mitigate the odors that Sierra High Farms says are likely to occur. Please require filtration of the ventilation of the indoor growing and prohibit outdoor growing.

8-6

- **Light Pollution.** The Initial Study & Mitigated Negative Declaration says that the requirements of Mono County Chapter 23- Dark Sky Regulations will be followed, yet these regulations do not apply to the part of the county north of Mountain Gate where this project is proposed. I have been informed there are cannabis regulations in addition to Chapter 23 that may address this concern, but these regulations are not explicitly referenced in the Declaration. Please require the most restrictive dark sky guidelines be followed by this project even if outside of the part of the county that Chapter 23 applies to.

8-7

- **Risks of heavy metals, specifically arsenic.** Some well water in the area have elevated levels of arsenic. Has the proposed projects water been tested by a state certified lab? How will Arsenic and other dangers in the well water be removed and disposed of? Will the water discharged from the proposed project endanger nearby agriculture and wildlife? How are these risks mitigated? Including excess water that is a part of the contaminate removal process, how much water will be removed from the aquifer if this project is allowed? How would the discharge water with concentrated amounts of contaminants be disposed of?

Michael Draper

Page 3

8-8

- **Emergency access and evacuation.** The proposed project creates risk to the accessibility for emergency vehicles and evacuation for properties to the north of this project. Consider that a fire at the proposed site would likely cut off evacuation of all properties to the north and east. How is this to be mitigated?

8-9

- **Legality.** Is it legal to move cannabis materials and products across state lines? Is the proposed access not crossing state lines, given that the road is on the state line?

8-10

Additionally, how are adjacent and nearby landowners being informed and included in the permit review process? As one of these landowners, I find it unacceptable that I have not been notified by Mono County of this permitting action. I even spoke with you last year and asked to be kept informed. I also signed up online to be kept informed. My neighbors, including immediately adjacent landowners, tell me they have not been notified by Mono County either. I request that the comment period for the Initial Study & Mitigated Negative declaration be extended and nearby landowners informed of, and included in the review process.

Please call or email me with answers to my questions and keep me informed as this permitting process proceeds. My telephone number is: (843)729-8098. My email address is: capt_patrick@hotmail.com.

Sincerely,

David Patrick Rogers

Cc:

John Peters, Mono County Supervisor, jpeters@mono.ca.gov

Mark Gardner, Douglas County Commissioner, mgardner@douglasnv.us

Letter 8: Responses

David Rogers
Resident

Response to Comment 8-1

The comment suggests that the proposed installation of overhead utilities would increase wildfire risk to Antelope Valley, and advocates that all new utility lines be installed underground.

See GR-18 Wildfire.

Response to Comment 8-2

The comment expresses concern related to the potential of increased risk of fire from the proposed use of propane generators, and includes specific concerns regarding fuel storage, operation, and other mitigation efforts.

See GR-14 Public Services – Fire Protection and GR-18 Wildfire.

Response to Comment 8-3

The comment expresses concern around the possibility of increased crime from the proposed cannabis operation and suggests mitigation measures be detailed.

See GR-13 Public Services – Police Protection. Additionally, a description of mitigation measures is given in section 4.15 of the IS/MND.

Response to Comment 8-4

The comment expresses concern about the proximity of the proposed project area to an unsanctioned range and camping area.

See GR-8 Hazards – Recreational Shooting.

Response to Comment 8-5

The comment raises concerns regarding potential odors produced from the proposed cannabis operation and recommends enhanced mitigation measures.

See GR-5 Air Quality – Odor.

Response to Comment 8-6

The comment requests the IS/MND address the issue of light pollution in greater detail.

See GR-4 Aesthetics – Lighting.

Response to Comment 8-7

The comment expresses concern regarding water quality, contamination of surface water and groundwater resources, and requests further detail on water quality mitigation.

See GR-9 Hydrology – Water Quality.

Response to Comment 8-8

The comment suggests that the proposed project would create a hindrance for emergency vehicle access and evacuation routes.

See GR-17 Transportation – Emergency Access.

Response to Comment 8-9

The comment raises concerns about the legality of cannabis crossing state lines during transportation.

See GR-2 Interstate Transport of Cannabis.

Response to Comment 8-10

The comment requests the public comment period be extended and landowners surrounding the proposed project area be notified and included in the review process.

See GR-1 Project Notification.

Letter 9: Rod Vickers, Resident

Comments on The Initial Study & Mitigated Negative Declaration for the proposed Sierra High Farms Cannabis Cultivation project.

By: Rod Vickers

4440 Risue Canyon Road

Gardnerville NV, 89410

Attention Michael Draper.

Thank you for the opportunity to comment on this study. I do have many concerns regarding the proposed project but have limited my response to a few key areas.

Character of the Area

9-1

The entire Initial Study & Mitigated Negative Declaration (IS&MND) describes serious negative impacts to the character of the surrounding area, which is essentially within the Park's ranch property. The proposed deviations in land use compared to how the Park's ranch is operated now is stark and inconsistent with the way the land is currently used which would have a deeply felt negative impact on the current residents of the valley. The Study fails on multiple fronts to prove that the impacts are "less than significant" and, or, that they can be mitigated away and is unacceptable.

Public Safety

9-2

The (IS&MND) for the proposed Sierra High Farms Cannabis Cultivation project is inadequate and dismissible in regard to "Police protection", and the "Security Plan".

In section 4.15 ii the study states that "Cannabis cultivation may present an increased risk of criminal activities, such as theft of product.", which is an understatement to say the least. It takes only a quick web search to find frightening stories of heavily armed thieves raiding remote facilities like the one proposed here. This is a particular concern for my family due to the proximity (~1,700ft away) of my home at 4440 Risue Canyon Rd. Considering the potential impact from this increased possibility of criminal activity, and the fact that the proposed security plan has not been reviewed by the Mono County Sheriff, this section completely fails to address/mitigate the potential impact of the project. Of additional concern is the fact that the nearest law responding law enforcement is 45 minutes way in Bridgeport. The potential for our home to become somehow involved in an organized attempt to steal product from the farm is very real to us and requires much more study by law enforcement professionals before any operating permits are granted.

Pollution

9-3

In Section 4.6 "Energy", the plan describes an unsustainable polluting base case by running 100hp of generator(s) for phases 1 and 2, 24/7 365 days per year for nearly three years. Although the plan addresses greenhouse gasses, they do not cover the SOx and NOx interaction with the atmosphere to create air pollution (smog). The plan mentions that Liberty Utilities has a high amount of renewables however, there is no real timetable as to when the project could be interconnected to the grid.

Fire Danger

9-4

The phase three energy plan is even more concerning from a safety standpoint as it calls for overhead poles to run over a mile and a half from Topaz Lane to the site.

"Extension of the utilities to the project site would increase potential for new above ground utilities along the 1.6 miles of new utilities from the site to Topaz Lane. The visual quality of the project with utilities is compatible with neighboring agricultural land uses along Topaz Lane and Eastside Lane where above ground utilities along roads are visible. The project including installation of above ground utilities would have a less than significant impact on existing visual character or quality of public views."

9-5

"Above ground electrical power service connection to Liberty Utilities (1.6 miles), including installation of approximately thirty (30) new 20' height utility poles along East Side Lane and on the project property. "

I disagree that the addition of 1.6 miles of overhead utilities is "compatible" with the area that it is proposed to be installed in. There are currently no overhead utilities North of Topaz Lane. The character of the area and the quality of life for the residents in the area would be seriously impacted by the addition of these facilities, due to the visual blight of poles and wires ruining the view. There is also the very real concern of the potential wildfire ignition source that an overhead electrical system would bring with it. The area experiences high winds of up to 120mph and overhead electrical systems have been notorious for starting wildfires in such environments, such as the Mountain view fire that devastated Walker in 2020. The path from Topaz to the site would follow East Side Lane, and Stateline Road, which are both lined with copious amounts of wildfire fuel. Basic CPUC GO95 guidelines are insufficient in regard to conductor selection and vegetation clearance. The "less than significant" comments on the electrical portion of the declaration are dismissible and fail to address this risk and the impacts to the residents in the area.

9-6

Traffic

Section 4.17 estimates a jaw dropping 100 vehicle/truck trips per day! I would challenge this number, expecting it to be higher based on the traffic we see on the same roads during the Park's farm harvesting season. The impact to the area would be dramatic and change the whole character of the surrounding community. Physical impacts to the dirt roads and the amount of dust also would be considerable. The number of vehicles would also impact our neighbors and our sense of security, again referring to potential criminal activity attracted to such a project. This area is not an industrial area and should not be treated as one with this much traffic. The Transportation plan is insufficient, dismissible, and requires further study.

9-7

I must also add that notification of potentially impacted people and organizations is insufficient. As we have talked to our neighbors, we have identified multiple parties that know nothing about the proposed project. The county should pause and review the communication plan to ensure all parties have a chance to comment.

Sincerely,

Rod Vickers

AVOICE- Antelope Valley Organization to Interrupt Cannabis Enterprise

Letter 9: Responses

Rod Vickers
Resident

Response to Comment 9-1

The comment suggests that IS/MND does not adequately address the impacts to the character of the region by altering the way the land is currently being used.

See GR-11 Land Use Planning.

Response to Comment 9-2

The comment expresses concern related to possible increased risk of crime and illegal activity. The comment suggests that IS/MND Section 4.15 does not adequately address the issue of police protection and security plan.

See GR-13 Public Services – Police Protection.

Response to Comment 9-3

The comment addresses concerns regarding air pollution from the operation of a 100-horsepower propane generator 24 hrs./day and 7 days/week and suggests that the IS/MND does not cover the atmospheric interaction between SO_x and NO_x. Additionally, the comment suggests that no timeline is given for connection to the municipal grid.

See GR-6 Air Quality. Section 2.1.3 Construction describes anticipated connectivity to utilities within 3 years.

Response to Comment 9-4

The comment notes that the visual character of the area would be impacted by the addition of new utilities and concern of increased wildfire risk from the installation of overhead utility lines to the proposed project area.

See GR-11 Land Use Planning and GR-18 Wildfire.

Response to Comment 9-5

The comment suggests that the development of overhead utility lines to the proposed project area would not be compatible with the character of the area by becoming a visual blight, impacting the quality of life for people living in the area.

See GR-11 Land Use Planning.

Response to Comment 9-6

The comment suggests that the estimated maximum of 100 vehicle trips per day is an underestimate based on traffic generated during the local harvest season, this would negatively impact the surrounding community.

See GR-15 Transportation – Traffic.

Response to Comment 9-7

The comment suggests that public notification has been insufficient and requests that more time for review and communication with the public be allocated.

See GR-1 Project Notification.

Letter 10: Daniel Dikes, Resident

Zach Wood

From: Danny Dikes <topaz4577@gmail.com>
Sent: Monday, October 31, 2022 7:25 PM
To: Michael Draper
Subject: Fwd: Response to defeat High Sierra Cannibus Farm Impact Report Comments

[EXTERNAL EMAIL]

----- Forwarded message -----

From: **Danny Dikes** <topaz4577@gmail.com>
Date: Sun, Oct 30, 2022, 5:29 PM
Subject: Response to defeat High Sierra Cannibus Farm Impact Report Comments
To: <mdraper@monocounty.org>
Cc: <topaz@gmail.com>, <jpeters@monocounty.org>, Cynthia & Rod Vickers <vickers4040@yahoo.com>

10-1

10-2

I am writing this to let you know that I oppose the building of the High Sierra Cannibus Farm.

10-3

1. The amount of water the is projected for this project is enormous, especially while we are currently in a drought.
2. The herbicides and pesticides that are proposed can and will leach into our ground water and possibly the Walker river.

10-4

3. The purposed 30 above ground power poles will be a high risk of fire due to the High winds we have in our region, not to mention just plain unsightly.

10-5

4. The increased traffic of 100 additional vehicles per day will cause unwanted dust and rocks being thrown up by trucks.
5. The additional light will be detrimental to our dark skies.

10-6

6. The oder that is produced from a Cannibus farm can be overwhelming to the residents that are down wind. The wind is predominantly from the SW which will bring it straight down our valley. There is no way to mask this smell. (The metering done in the report was conducted south of the property not to the NE or NE?)

10-7

7. The increased possibilty of crime will be present. Cannibus is a drug legal or not legal, it's still a drug and drugs bring crime. Mono county sheriff's office is 45 minutes away at best. Not sure Douglas county will even respond.

Please let me know how and when I will receive response to my questions.

Daniel Dikes

Letter 10: Responses

Daniel Dikes
Resident

Response to Comment 10-1

The comment suggests that the quantity of water proposed for use is too great and not sensitive to fluctuating drought conditions in the region.

See GR-10 Hydrology – Groundwater Use.

Response to Comment 10-2

The comment expresses the possibility of surface water and groundwater contamination from herbicide and pesticide discharge.

See GR-9 Hydrology – Water Quality.

Response to Comment 10-3

The comment raises concerns regarding the proposed 30 overhead utility poles, suggesting that these will increase the risk of wildfires due to the high winds in the area.

See GR-18 Wildfire.

Response to Comment 10-4

The comment expresses concern about the up to 100 additional vehicle trips per day potentially creating more dust in the air and rock on the road.

See GR-15 Transportation-Traffic.

Response to Comment 10-5

The comment suggests that there will be increased light pollution.

See Grouped Response GR-1 Aesthetics – Lighting.

Response to Comment 10-6

The comment notes that odor produced from the proposed cannabis operation would be overwhelming and that weather data is from south of the project area.

See GR-5 Air Quality – Odor.

Response to Comment 10-7

The comment expresses concern regarding the possibility of increased crime.

See GR-13 Public Services – Police Protection.

Letter 11: Valanda Corbett, Resident

Valanda Corbett
2811 Fence Line Road
Gardnerville, NV 89410
775-901-1383
Valandacorbett@yahoo.com

29 October, 2022

Michael Draper
Planning Analyst
Mono County
mdraper@mono.ca.gov

Re: Sierra High Farms Cannabis Cultivation

Dear Michael Draper:

11-1

I am extremely concerned with the proposed project and I am confused as to why I have not been notified and included in the permitting process as it will directly impact my home that is in construction at this time, my kennel business, and my rights as a property owner in the Little Antelope Valley. My property is approximate 1 mile north of this proposed site on Fence Line Rd, which is adjacent to this project. I use Fence Line Rd and Stateline Rd to access my property currently and have used it for the entire time I have owned my property. It is my only access to my property and I enlarged and improved the road when I bought the property and my neighbors have also improved the road. I am concerned as to the impact this project is going to have on my access to the property, as well as many other concerns.

11-2

11-3

The report has many contradictions in the description and impact of this project. It fails to investigate the fire danger and water usage which will adversely impact the surrounding properties, crime and the ability of the county personnel to handle the increase needs this project is going to create.

11-4

The fire risk is one of my main concerns due to the added 30 or more power poles and the extra high winds in this little area. The proposed gas generators and the amount of storage of gas to run the generators is also concerning. It was only a short time ago that 70 mile an hour winds was driving a fire our direction and killed people in its path. This fire was caused by power poles and the wind.

11-5

There is vast difference in the amount of flammable chemicals involved in this project compared to a normal farming/ranching activity. What safety measures are going to be in place to protect our lives, water, and property from these chemicals contamination and the additional fire risk?

11-6

Which emergency response facilities would be called in the event of a fire or chemical leak? I believe only the volunteer fire department is available in our area. Will they be able to handle the increased risk this project will bring? With the access and distance what is the response time? Did the report include the distance when determining the risks was not significant? What about the risk to the neighbors is that insignificant also? This is a great danger to the local

11-6

home owners and their families. Can you personally let this project move forward without more information that could prevent possible future loss of lives? Please address these concerns as this proposed project will endanger my life and my neighbor's lives as it is directly between our property and our only way of evacuation. We have no other way out if ordered to evacuate, as we were in the past fires. Dose this report consider an alternative evacuation route?

11-7

What about our ground water usage and contamination? What environmental impact has been preformed to consider the protection of our ground water? The surrounding homeowners are on wells and rely entirely on ground water for use in our homes. With the drought and the expected massive increase of water usage, will our water wells be contaminated, walker river, or Lake Topaz, what about their water levels? Has anyone consulted with water resources or any water protection agency? Is this project pushing ahead and not contacting the proper agencies?

11-8

The concerns of increased criminal activity from this controlled drug and the large amounts of cash onsite, is another concern. How will local authorities be able to handle the new risk? Will the adjacent property owners have protection? Is there enough local resources to handle this increase criminal activity? Has Douglas County been consulted as their offices are at the other end of the county and 40 minutes away? I am concerned when I call 911 for the new criminal activity the response time will be too long for protection. This large and risky proposed project is within one mile of my home and adjacent to my only access to a main road. This area is in an open rural area and does not have the support needed to protect us from the new criminal risk. How is this large open rural area going to be patrolled and protected? If it was a vegetable farm this would not be a concern, but due to the very nature of this project it should not be in this rural unprotected area.

11-9

In addition to the above threats, the noise from the continuous fans and generators, the additional lights that will be needed to farm and secure the facility and my other main concern the odor. How have these concerns been addressed? I can hear the beautiful cows in the same area signing to me at night, I have no doubt the noise from the fans and generators will be a noise pollution that directly affects our peaceful valley. Farmers are required to have sufficient lighting for their workers; they are exempt from the Night Sky requirements. The light pollution will also be a cause for property values and a hardship for the area. Chemicals released in the air can increase health problems. I am directly north and expect the full blown smell /chemicals directly hitting our home. My mom has many lung and heath problems. Will this cause her to have more health issues? Reporting the odor is not enough. The odor is going to directly interfere with our enjoyment of our home and our health.

11-10

The increase of traffic on Eastside Lane and/or Topaz Lane is another question I have. Who is going to improve and maintain the roads to handle this increased traffic? Both roads have bridges which will need to be improved and maintained. According to the report, an estimate of one hundred vehicles and transporting trucks a day will access and/or exit the area. It seems to me the improvements and maintains is going to come at a high price as well as the increase need of law enforcement to protect the truckers and their haul.

11-11

11-12

This complaint is not about the right to farm; this is about the impact a commercial and/or industrial size project is going to have on the area and the neighbors. This is not a normal faming activity that should be considered for this area. There is not enough resources for this project to be safe in this area. This project is putting the home owners in jeopardy and interfering with the

11-12

peace of the area. Please denying this project as it is not in the right location for such a large unprotected facility.

In addition, I am not an expert in environmental impact, however, I see many unanswered questions and concerns in this report. At the very least, an environmental impact investigation should be conducted to address and minimize the dangers to my neighbors and myself and the environment.

11-13

As I was not formally notified about this project nor was any of the land owners out here, I am requesting an extension of time to review more of the report and more time to investigate this proposed operation.

Please email or call me with the answers to my questions in this letter and to keep me informed in the process. I would like my concerns to all be addressed before the project can move forward.

Thank you,
Valanda Corbett

Letter 11: Responses

Valanda Corbett
Resident

Response to Comment 11-1

The comment suggests that homeowners surrounding the proposed project area were not informed and have not been intentionally involved in the permitting process.

See GR-1 Project Notification.

Response to Comment 11-2

The comment expresses concern related to possible access issues to private property, as some homeowners use both Fence Line Road and Stateline Road for access.

See GR-16 Transportation – Fence Line Road Access.

Response to Comment 11-3

The comment suggests that the IS/MND has various contradictions surrounding fire risk, water use and crime, and their impacts on the community's resources.

Comment noted.

Response to Comment 11-4

The comment expresses concern of the possible increased risk of wildfire from the addition of overhead power lines and the use of gas generators.

See GR-18 Wildfire and GR-14 Public Services – Fire Protection.

Response to Comment 11-5

The comment suggests that the IS/MND does not adequately address the mitigation measures needed for the proposed use of flammable chemicals and expresses concern that these chemicals may increase risk of fire and contamination to water.

The chemicals and fertilizers with flammable properties proposed to be used during cultivation operations will be disclosed to the local fire department and will be stored in such a way as to meet all regulations. See GR-14 Public Services – Fire Protection.

Response to Comment 11-6

The comment requests clarification in the IS/MND regarding the protocols, agencies alerted, and response times in the event of a fire or chemical spill.

See GR-14 Public Services – Fire Protection.

Response to Comment 11-7

The comment expresses concern regarding contamination of groundwater resources and requests review or comment from water resource professionals.

See GR-9 Hydrology – Water Quality.

Response to Comment 11-8

The comment expresses concern regarding the possibility of increased crime as a result of the farming of a controlled substance.

See GR-13 Public Services – Police Protection.

Response to Comment 11-9

The comment expresses concern regarding the possibility of increased noise pollution from the proposed use of fans and generators.

See GR-12 Noise.

Response to Comment 11-10

The comment raises concerns surrounding an increase in odor and recommends further clarification of the mitigation measures proposed in the IS/MND.

Odor mitigation is addressed in section 4.3 in the IS/MND, additionally, see GR-5 Air Quality – Odor.

Response to Comment 11-11

The comment expresses concern surrounding increased traffic on East Side Lane and Topaz Lane.

See GR-15 Transportation – Traffic.

Response to Comment 11-12

The comment suggests that the proposed cannabis operation is at an industrial scale and there are not enough resources to support this size of operation.

See GR-11 Land Use and Planning.

Response to Comment 11-13

The comment notes that residents were not formally notified of the proposed project and requests an extension to review the IS/MND in further detail.

See GR-1 Project Notification.

Letter 12: Helen Armas, Resident**FW: Cannabis Cultivation, High Sierra Farms**

Michael Draper <mdraper@mono.ca.gov>

Mon 10/31/2022 8:17 AM

To: Zach Wood <zach@rci-nv.com>

From: Helen Thomson Armas <helenbackranch@gmail.com>**Sent:** Monday, October 31, 2022 6:21 AM**To:** Michael Draper <mdraper@mono.ca.gov>; John Peters <jpeters@mono.ca.gov>; mgardner@douglasnv.us; dritchie@douglasnv.us**Subject:** Cannabis Cultivation, High Sierra Farms**[EXTERNAL EMAIL]**

Greetings,

12-1

First of all I would like to comment on the inconsistencies that exist throughout this report making it difficult to follow along. A person is led to believe that this is not a large operation and it will just blend with the surrounding area. The fact is that the size of this project is an industrial size operation resembling an industrial park. That clearly does not fit into the landscape.

This area is primarily large and small ranches, mostly cattle ranching and farming of hay for the cattle. Additionally, this area is a recreational area for off road vehicles, horseback riding, fishing, hunting and gun enthusiasts. Again, this project does not fit into the landscape nor the type of recreation associated with the Cannabis Cultivation Culture.

No consideration has been given to the residences in Nevada which border the project to the north and east on the Nevada / California stateline.

12-2

This brings the concerns of emergency response times for both the Law Enforcement and Fire Department. I have commented on this before addressing the concern of this project literally being on the stateline. I quote, "Law Enforcement response times to this area, particularly where the cannabis farm is attempting to locate on a good day is 30 minutes minimum. Most likely the response time would be an hour. Being that this cannabis farm will literally be on the state line, there would always be issues as to who handles a response". The response I received and I quote, " The property is outside the jurisdiction of Douglas County and therefore they are not required to respond. I'm unsure if there is a mutual aid agreement between the Sheriff's of each county, but this will be a consideration included in the analysis."

The initial study indicates that the impact would be less than significant with mitigation. Stating Cannabis cultivation may present an increased risk of criminal activities, such as theft of product. This initial study is dismissible and fails to address comments and concerns.

I am not sure how one could state that this would be less than significant. The residents in this area would suffer the impact as our homes and lifestyle would be dramatically impacted. Criminals do not take into consideration which law they break or which state they flee to or even which home they break into.

Due to extended response times to this area by both Mono County and Douglas County, IT IS reasonable to expect residents to take matters into their own hands.

This initial study does not address the actual impact but instead brushes it off as if it is not a big deal to have a little crime in our area.

12-3 As for the Fire Department, Antelope Valley Volunteer Fire Department has one paid person and the rest are volunteers. They are not prepared to fight an industrial fire nor are they equipped. Resources would have to come from outlying areas and jurisdictions and yes even from Nevada.

12-4 When I questioned you in a previous email regarding the extended response time in the event of an emergency you stated, "The project site is outside the jurisdiction of the Eastfork Fire and will be the responsibility of the local California fire department, and potentially CalFire. If there is a mutual aid agreement between the local departments, that will be reviewed and reported on in the analysis." I don't see anything in this initial study that indicates any analysis of any sort. It was simply dismissed as "Less than Significant".

In fact most of the responses from Resource Concepts, Inc. indicate in all areas of this Initial Study "No Impact" or "Less than significant" and/or "Less than significant with mitigation. These statements are dismissible and fail to address the concerns with actual supported data.

12-5 When a project this size is planned, a plan should first be initiated to place law enforcement and fire services in close proximity to the project, not at one of its furthest boundaries. High Sierra Farms should include how they plan to increase staffing levels of the current law enforcement and fire departments. At the very least a sub-station in the Walker / Coleville area that is staffed with rotating shifts of officers. This would also give the citizens a place to file reports and feel a small measure of protection. Most citizens feel safe in this community now, however if this project goes through the dynamics are going to change dramatically.

Regardless of which State I live in I am still a part of this small community. I implore you to actually sit down and think about what this would actually mean to the residents in this part of the county.

Respectfully,

Helen Armas
AVOICE-Antelope Valley Organization to Interrupt Cannabis Enterprise

I

Letter 12: Responses

Helen Armas
Resident

Response to Comment 12-1

The comment suggests that the proposed project is an industrial scaled operation and is not adequately conveyed in the IS/MND. Additionally, the comment suggests that a project of this size and scope does not blend with the surrounding area.

See GR-11 Land Use and Planning.

Response to Comment 12-2

The comment expresses concern related to emergency response times for the fire department and local law enforcement. The comment suggests that this concern is not adequately addressed in the IS/MND as well as the issue of jurisdiction.

See GR-13 Public Services – Police Protection and GR-14 Public Services – Fire Protection.

Response to Comment 12-3

The comment suggests that the Antelope Valley Volunteer Fire Department is not equipped nor sufficiently staffed to fight an industrial scale fire.

See GR-14 Public Services – Fire Protection.

Response to Comment 12-4

The comment requests further clarification regarding any mutual agreements between firefighting agencies as they relate to jurisdiction.

IS/MND Section 4.15 Public Services addresses the firefighting resources available to residents of Antelope Valley. The proposed project would not extend the service areas associated with the Antelope Valley Fire Protection District. See GR-14 Public Services – Fire Protection.

Response to Comment 12-5

The comment suggests that the project proponents should assist in establishing a Walker/Coleville police sub-station and increased staffing to help address the concern of increased crime.

See GR-13 Public Services – Police Protection.

Letter 13: Chuck Evans, Resident

October 31, 2022

Chuck Evans
2190 Eastside Lane
Coleville, CA 96107

Michael Draper
mdraper@mono.ca.gov

Dear Mr. Draper,

13-1

I am writing to give input on the proposed Sierra High Conditional Use Permit project. My interest in commenting arises from my being a local resident and taxpayer and concerned citizen of my country.

Since Marijuana use for medicinal purposes was legalized in 1996, and for recreational purposes in 2016, my comments are not aimed against the private concerns who are funding the project and hope to make a profit for themselves in the venture. Marijuana is legal to grow and distribute commercially so private enterprise has every right to invest in it in the hope of making a gain. The need for workers should also help drive private investment in housing, another gain.

My concern is based on the effects of Marijuana on those who use it. In the shadow of the vigorous rhetoric about the harmlessness of weed and it's hoped for medicinal benefits, I see a growing lifelessness and unconcern in many who use it. Perhaps this is a sign of the times we are in anyway, but cannabis augments rather than helps diminish it.

It is these concerns that bring my opposition to the project. In 1996 and again in 2016 I voted against the propositions promoting it. My votes were in the losers bracket then, but we are always given openings to vote again, such as when we are given a comment opportunity like this.

Thank you for allowing another vote.
Chuck Evans

Letter 13: Responses

Chuck Evans
Resident

Response to Comment 13-1

The comment expresses an opinion regarding the effect of marijuana on the individual.

Comment noted.

Letter 14: Karen Fuerherm, Resident

Karen J. Fuerherm
2750 Fence Line Road
Gardnerville, NV 89410
Karen.fuerherm@gmail.com
31 October 2022

Michael Draper
Planning Analyst
Mono County
mdraper@mono.ca.gov

Re: Sierra High Farms Cannabis Cultivation – Initial Study & Mitigated Negative Declaration

Dear Michael Draper:

I am writing with concerns that the proposed project's negative impacts are not adequately identified and the proposed mitigations are not sufficient. Specific issues that I am asking to be further addressed include:

14-1

- **Added fire risk due to power lines.** The proposed project significantly increases the fire risk in the Antelope Valley by including overhead power lines. A small clearing around power poles is not sufficient. Nor is a ditch that only contains water seasonally a sufficient fire break. The Mountain View Fire is a recent example of how inadequate these mitigation steps are and how real the danger is. Any power lines should be required to be installed underground.

14-2

- **Added fire risk due to propane generators.** Both the storage of fuel and the operation of the generators present additional fire risk. How are the firefighting capabilities of the local volunteer fire department going to be increased to help mitigate this risk? Is the local Fire department currently equipped to fight a fire fueled by 30,000 gallons of propane without endangering the surrounding areas? What on-site fire suppression systems are required? What additional risk does the stored fertilizers present? What is proposed to mitigate these hazards?

14-3

- **Added risk of crime.** How is the risk of crime mitigated? Considering this proposed facility is quite remote from the Mono County Sheriff, what is going to be done to increase law

14-3

enforcement? What about the added risks to Douglas County? Has the Douglas County Sheriff's office been included in review of this proposed project? Are Douglas County residents included in the notices and review of this project?

14-4

- **De facto gun range.** There is a popular and frequently used gun range and camping area on BLM land just east of the proposed project. The proximity of frequent firearms use to the proposed project is a hazard not addressed.

14-5

- **Risk of objectional odors beyond the lands of the proposed project.** To say the prevailing winds are not in alignment with nearby properties is not accurate. My property is north of the proposed project. To have a 24-hour number for reporting odors and then to notify the county of any complaints does nothing to actually mitigate the odors that Sierra High Farms says are likely to occur. Please require filtration of the ventilation of the indoor growing and prohibit outdoor growing.

14-6

- **Light Pollution.** The Initial Study & Mitigated Negative Declaration says that the requirements of Mono County Chapter 23- Dark Sky Regulations will be followed, yet these regulations do not apply to the part of the county north of Mountain Gate where this project is proposed. I have been informed there are cannabis regulations in addition to Chapter 23 that may address this concern, but these regulations are not explicitly referenced in the Declaration. Please require the most restrictive dark sky guidelines be followed by this project even if outside of the part of the county that Chapter 23 applies to.

14-7

- **Risks of heavy metals, specifically arsenic.** Some well water in the area have elevated levels of arsenic. Has the proposed projects water been tested by a state certified lab? How will Arsenic and other dangers in the well water be removed and disposed of? Will the water discharged from the proposed project endanger nearby agriculture and wildlife? How are these risks mitigated? Including excess water that is a part of the contaminate removal process, how much water will be removed from the aquifer if this project is allowed? How would the discharge water with concentrated amounts of contaminants be disposed of?

14-8

- **Emergency access and evacuation.** The proposed project creates risk to the accessibility for emergency vehicles and evacuation for properties to the north of this project. Consider that

Michael Draper

Page 3

14-8

a fire at the proposed site would likely cut off evacuation of all properties to the north and east. How is this to be mitigated?

14-9

- **Legality.** Is it legal to move cannabis materials and products across state lines? Is the proposed access not crossing state lines, given that the road is on the state line?

Please call or email me with answers to my questions and keep me informed as this permitting process proceeds. My telephone number is: (401)369-2903. My email address is: karen.fuerherm@gmail.com.

Sincerely,

Karen J. Fuerherm

Cc:

John Peters, Mono County Supervisor, jpeters@mono.ca.gov

Mark Gardner, Douglas County Commissioner, mgardner@douglasnv.us

Letter 14: Responses

Karen Fuerherm
Resident

Response to Comment 14-1

The comment suggests that the proposed installation of overhead utilities would increase wildfire risk to Antelope Valley, and advocates that all new utility lines be installed underground.

See GR-18 Wildfire.

Response to Comment 14-2

The comment expresses concern related to the potential of increased risk of fire from the proposed use of propane generators, and includes specific concerns regarding fuel storage, operation, and other mitigation efforts.

See GR-14 Public Services – Fire Protection and GR-18 Wildfire.

Response to Comment 14-3

The comment expresses concern around the possibility of increased crime from the proposed cannabis operation and suggests mitigation measures be detailed.

See GR-13 Public Services – Police Protection. Additionally, a description of mitigation measures is given in section 4.15 of the IS/MND.

Response to Comment 14-4

The comment expresses concern about the proximity of the proposed project area to an unsanctioned range and camping area.

See GR-8 Hazards – Recreational Shooting.

Response to Comment 14-5

The comment raises concerns regarding potential odors produced from the proposed cannabis operation and recommends enhanced mitigation measures.

See GR-5 Air Quality – Odor.

Response to Comment 14-6

The comment requests the IS/MND address the issue of light pollution in greater detail.

See GR-4 Aesthetics – Lighting.

Response to Comment 14-7

The comment expresses concern regarding water quality, contamination of surface water and groundwater resources, and requests further detail on water quality mitigation.

See GR-9 Hydrology – Water Quality.

Response to Comment 14-8

The comment suggests that the proposed project would create a hindrance for emergency vehicle access and evacuation routes.

See GR-17 Transportation – Emergency Access.

Response to Comment 14-9

The comment raises concerns about the legality of cannabis crossing state lines during transportation.

See GR-2 Interstate Transport of Cannabis.

Response to Comment 14-10

The comment requests the public comment period be extended and landowners surrounding the proposed project area be notified and included in the review process.

See GR-1 Project Notification.

Letter 15: Dave Thorson, Resident

FW: Cannabis farm mono county

Michael Draper <mdraper@mono.ca.gov>

Mon 10/31/2022 1:10 PM

To: Zach Wood <zach@rci-nv.com>; dan@sierrahighfarms.com <dan@sierrahighfarms.com>; Scott Burns <sburns@mono.ca.gov>

From: D T <dthorson76@gmail.com>

Sent: Monday, October 31, 2022 1:05 PM

To: Michael Draper <mdraper@mono.ca.gov>

Subject: Cannabis farm mono county

You don't often get email from dthorson76@gmail.com. [Learn why this is important](#)

[EXTERNAL EMAIL]

15-1

15-2

Concerning the desire of certain entities to open up a cannabis farm right there on the California Nevada border. From what I understand after reading the documents a lot of water will be required particularly in the future with growth. There will be a larger crime element Is proven by an article out of LA concerning cannabis in the legalization. Which is sitting right on the border when something illegal happens odds are fair to pretty good that it would be easier for them to just to crossover to Nevada. Which I have usually would increase California state costs to prosecute presuming they would even think about it for extradition. Are used to be a great fan in California lived there for many years. So what was coming and got out. Appears to be a lack of justice and/or concern unless it has a negative financial impact. I do get the idea of income being generated from this venture but what time I think the cost will probably outweigh the benefit. In my humble opinion I think there should be an unbiased environmental impact study done.

Thank you for the consideration,
Dave Thorson.

--

Make it a good one 😊

Letter 15: Responses

Dave Thorson

Resident

Response to Comment 15-1

The comment raises concerns surrounding excessive water use and supporting future growth.

See GR-10 Hydrology – Groundwater Use.

Response to Comment 15-2

The comment expresses concern related to possible increases in crime and illegal activities resulting from the proposed cannabis operation.

See GR-13 Public Services – Police Protection.

Letter 16: Stephanie Coomes

From: Stephanie Coomes <tahoesteph2@aol.com>
Sent: Friday, November 4, 2022 9:20 AM
To: Michael Draper <mdraper@mono.ca.gov>
Subject: Comments and Concerns re: Sierra High Farms Cannabis Cultivation

You don't often get email from tahoesteph2@aol.com. [Learn why this is important](#)

[EXTERNAL EMAIL]

From: tahoesteph2@aol.com
Date: October 30, 2022 at 5:38:43 PM PDT
To: mdraper@monocounty.org, jpeters@mono.ca.gov, vickers4040@yahoo.com, topaz472@gmail.com, sasparks2@gmail.com
Subject: Comments and Concerns re: Sierra High Farms Cannabis Cultivation
Reply-To: tahoesteph2@aol.com

To: Mono County Community Development Department
Attn: Michael Draper

October 30, 2022

Dear Mr. Draper,

Thank you for the opportunity to present and address my concerns regarding the Sierra High Farms Cannabis Cultivation project. I reside off of Eastside Lane and am very concerned with the impact they will have on our neighborhood regarding resources, the enjoyment of our properties, our safety and the economic impact to our properties.

16-1

This project consists of eight large buildings, some up to 30' in height; 4 containers; multiple hoop houses; cultivation areas and large supporting facilities and utilities. Are you sure about the agricultural designation? It appears to be more like a small commercial operation. The many large buildings will

16-2

certainly detract from the views of homes near the facility during the day and the lights at night will be a nuisance. The noise from their two large generators is also of serious concern.

16-3

Regarding air quality, the IS/MND report (pg. 13) states that prevailing winds will not affect neighboring residences. This is false. Our winds move from the south to the northeast and are quite strong. Odors from the facility will affect the majority, if not all, of the residents. The smell of garlic from the valley drifts for miles. This strong, nauseating, skunk like odor will do the same.

16-4

Regarding water, I am concerned about their use of fertilizers, pesticides and other chemicals which can contaminate surface water, affecting wildlife, and groundwater affecting all of us. This project will be using up to 6600 gallons of water per day. How is this going to affect our water table? Many of our residents, including myself, have wells that produce very little water. I am able to pump less than 250 gallons per day. Any drop in the water table will affect me and my ability to sustain myself here.

16-5

Your report also states that there is an increased risk of criminal activity. The closest Sherriff's office is located in Bridgeport, approximately 40 miles from the project site. That is a problem.

16-6

Lastly, Eastside Lane is a dirt road composed of clay which is subject to ruts as well as a washboard surface. Will Mono County grade the road more often due to the additional traffic comprised of up to 100 vehicle/truck trips per day?

16-7

16-8

The residents here currently enjoy a safe, quiet, peaceful environment with dark skies and clean water. This facility puts all of that at risk. I understand that this project will provide a huge amount of revenue for Sierra High Farms and Mono County, but I fear it will be at the expense of those residing closest to it. Most people's largest investment is their home. How much will our property values decrease because of our new neighbor. Will we be able to sell our homes at all? Who is going to compensate us for the economic loss as well as the loss of enjoyment of our properties and homes? Shouldn't peaceful enjoyment of our homes be a right?

Again, thank you for your consideration of my concerns.

Sincerely,

Stephanie Coomes
4600 Nighthawk Lane
PO Box 627
Gardnerville, NV 89410

Letter 16: Responses

Stephanie Coomes

Resident

Response to Comment 16-1

The comment suggests that the total proposed development for this project is on a scale beyond that of an agricultural designation and is rather on a scale in line with a small commercial operation.

See GR-11 Land Use and Planning.

Response to Comment 16-2

The comment expresses concern related to visual obstruction from buildings, light pollution at night, and noise pollution from the proposed use of generators.

See GR-4 Aesthetics – Lighting, GR-11 Land Use and Planning, and GR-12 Noise.

Response to Comment 16-3

The comment raises concern regarding the possibility of odor and suggests that the IS/MND does not address this issue to accurately reflect the prevailing winds in the region.

See GR-5 Air Quality – Odor.

Response to Comment 16-4

The comment expresses concern of possible impacts to surface water and groundwater from fertilizer, pesticide, and chemical runoff.

See GR-9 Hydrology – Water Quality.

Response to Comment 16-5

The comment expresses concern that the quantity of water used for cultivation could potentially impact water supply in other private wells surrounding the proposed project area.

See GR-10 Hydrology – Groundwater Use.

Response to Comment 16-6

The comment suggests that the proposed cannabis operation will create increased crime in the area. This comment raises concerns due to the location of the closest Sherriff's Office being in Bridgeport, California, approximately 40 miles from the project area.

See GR-13 Public Services – Police Protection.

Response to Comment 16-7

The comment raises concerns surrounding increased traffic on East Side Lane and requests further information regarding mitigation measures to maintain road quality given the increased traffic created by the proposed project.

See GR-15 Transportation – Traffic.

Response to Comment 16-8

The comment expresses concern regarding potential impacts to surrounding property values.

See GR-3 Impact to Property Values.

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

NOTICE OF PUBLIC HEARING

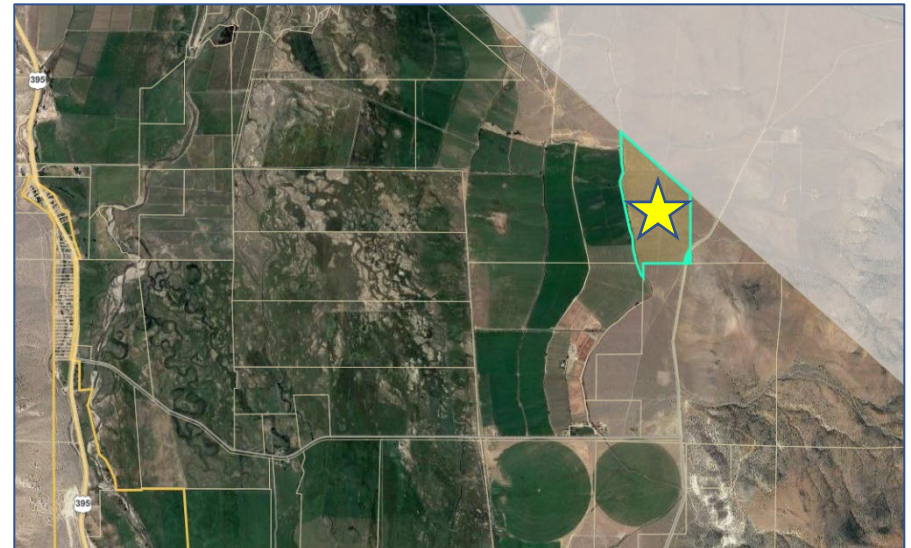
NOTICE IS HEREBY GIVEN that the Mono County Planning Commission will conduct a public hearing on **December 15, 2022**. As authorized by AB 361, Mono County has declared a state of emergency, local officials have recommended or imposed measures to promote social distancing, and the legislative body has made such findings; therefore the meeting will be accessible remotely by livecast at:

<https://monocounty.zoom.us/j/81728469252> and by telephone at: 669-900-6833 (Meeting ID# is 817 2846 9252) or by teleconference location either at the Board Chambers, 2nd floor, County Courthouse, Bridgeport, CA, 93517 or at the Mono Lake Room of the Mono County Civic Center, First Floor, 1290 Tavern Road, Mammoth Lakes, CA, 93546. Members of the public shall have the right to observe and offer public comment, to consider the following: **9:30 a.m. Use Permit 21-006/Sierra High**. The cannabis project is located on a 123-acre parcel (APN 001-150-004-000) designated Agriculture (AG) at 7761 Eastside Lane, Topaz, and proposes ten-acres of outdoor cultivation, and indoor cultivation of no more than 10,500 square-foot (SF) of mature plant canopy for year-round operation within four structures. The project also includes onsite cannabis processing (trimming, packaging, and labeling), wholesale distribution, and non-storefront retail. The operation will employ between 12-15 employees for indoor cultivation, and 4-8 seasonal employees for outdoor cultivation. Supporting structures to be constructed may include: a well-house, a water tank-house, hoop-houses, storage containers, a drying shed, and a nursery/processing building. The property has previously been used for cattle grazing, has two private water wells on the property and energy will be provided by a combined heat and power system. A Mitigated Negative Declaration (MND) is proposed for compliance with the California Environmental Quality Act (CEQA). The MND and project materials are available for public review online at <https://monocounty.ca.gov/planning-commission> and hard copies are available for the cost of reproduction by calling 760-924-1800. INTERESTED PERSONS are strongly encouraged to attend the livecast meeting by phone or online, and to submit comments to the Secretary of the Planning Commission, PO Box 347, Mammoth Lakes, CA, 93546, by **8 am on Thursday, December 15**, to ensure timely receipt, by email at cddcomments@mono.ca.gov or via the livecast meeting (technology permitting). If you challenge the proposed action(s) in court, you may be

limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to Secretary to the Planning Commission at, or prior to, the public hearing.

For additional information or questions, please contact the Mono County Planning Division:

Michael Draper, Planning Analyst
P.O. Box 347
Mammoth Lakes, CA 93546
(760) 924-1805, mdraper@mono.ca.gov



Project location

Mono County Community Development Dept.
PO Box 347
Mammoth Lakes, CA 93546

MONO COUNTY PLANNING COMMISSION

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

PO Box 8
Bridgeport, CA 93517
760.932.5420, fax 932.5431
www.monocounty.ca.gov

November 30, 2022

To: The Sheet
From: Michael Draper, Community Development Analyst
Re: Legal Notice for **December 3** edition

Invoice: Heidi Willson, PO Box 347, Mammoth Lakes, CA 93546

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Mono County Planning Commission will conduct a public hearing on **December 15, 2022**. As authorized by AB 361, Mono County has declared a state of emergency, local officials have recommended or imposed measures to promote social distancing, and the legislative body has made such findings; therefore the meeting will be accessible remotely by livecast at: <https://monocounty.zoom.us/j/81728469252> and by telephone at: 669-900-6833 (Meeting ID# is 817 2846 9252) or by teleconference location either at the Bridgeport CAO conferences room, First Floor, Annex 1, 74 N. School St, Bridgeport, CA, 93517 or at the Mono Lake Room of the Mono County Civic Center, First Floor, 1290 Tavern Road, Mammoth Lakes, CA, 93546. Members of the public shall have the right to observe and offer public comment, to consider the following: **9:30 a.m. Use Permit 21-006/Sierra High.** The cannabis project is located on a 123-acre parcel (APN 001-150-004-000) designated Agriculture (AG) at 7761 Eastside Lane, Topaz, and proposes ten-acres of outdoor cultivation, and indoor cultivation of no more than 10,500 square-foot (SF) of mature plant canopy for year-round operation within four structures. The project also includes onsite cannabis processing (trimming, packaging, and labeling), wholesale distribution, and non-storefront retail. The operation will employ between 12-15 employees for indoor cultivation, and 4-8 seasonal employees for outdoor cultivation. Supporting structures to be constructed may include: a well-house, a water tank-house, hoop-houses, storage containers, a drying shed, and a nursery/processing building. The property has previously been used for cattle grazing, has two private water wells on the property and energy will be provided by a combined heat and power system. A Mitigated Negative Declaration (MND) is proposed for compliance with the California Environmental Quality Act (CEQA). The MND and project materials are available for public review online at <https://monocounty.ca.gov/planning-commission> and hard copies are available for the cost of reproduction by calling 760-924-1800. INTERESTED PERSONS are strongly encouraged to attend the livecast meeting by phone or online, and to submit comments to the Secretary of the Planning Commission, PO Box 347, Mammoth Lakes, CA, 93546, by **8 am on Thursday, December 15**, to ensure timely receipt, by email at cddcomments@mono.ca.gov or via the livecast meeting (technology permitting). If you challenge the proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to Secretary to the Planning Commission at, or prior to, the public hearing.

###

PUBLIC NOTICES

Notice of Public Hearing

NOTICE IS HEREBY GIVEN THAT THE MAMMOTH LAKES TOWN COUNCIL will hold a PUBLIC HEARING on Wednesday, December 7, 2022, beginning at 4:00 p.m. and continuing until finished, at the Mammoth Lakes Town Council Chambers, Suite Z within the Minaret Village Shopping Center, 437 Old Mammoth Road to consider the following application:
Application Request: Update of Chapters 15.04, 15.12, 15.16, 15.24, 15.40 of the Municipal Code to adopt the 2022 California Building Codes.

The ordinance will more specifically adopt by reference the 2022 Edition of the California Building Standards Code; incorporating the 2022 California Building Code (Incorporating and Amending the 2021 International Building Code); the 2022 California Administrative Code, the 2022 California Electrical Code (Incorporating and Amending the 2020 National Electric Code); the 2022 California Mechanical Code (Incorporating and Amending the 2021 Uniform Mechanical Code); the 2022 California Plumbing Code (Incorporating and Amending the 2021 Uniform Plumbing Code); the 2022 California Residential Code (Incorporating and Amending the 2021 International Residential Code); the 2022 California Green Building Standards Code, the 2022 California Historical Building Code, the 2022 California Existing Building Code, the 2022 California Energy Code, the 2022 California Reference Standards Code, and the 2016 American Concrete Institute 306R Guide to Cold Weather Concreting together with local amendments to the codes.

CEQA Determination: Pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3), this ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) in that it is not a Project which has the potential for causing a significant effect on the environment.

Zoning/Location: Town-wide

All persons having an interest in the proposed application request may appear before the Town Council either in person or represented by counsel and present testimony or may, prior to said hearing, file with the Town Clerk written correspondence pertaining thereto.

Pursuant to Government Code Section 65009(b), if this matter is subsequently challenged in court, the challenge may be limited to only those issues raised at the public hearing described in this notice or in written correspondence delivered to the Town of Mammoth Lakes at, or prior to, the public hearing. For additional information, please contact Tom Perry, Building Official, by telephone at (760) 965-3635 or email at tperry@townofmammothlakes.ca.gov. The proposed ordinance will be available for review at the Town Offices, located at 437 Old Mammoth Road, Suite 230, and on the Town of Mammoth Lakes web site at www.townofmammothlakes.ca.gov.

BY ORDER OF THE MAMMOTH LAKES TOWN COUNCIL
Dated: December 18, 2022
Jamie Gray, Town Clerk

TS #2022-0192

Notice of Ordinance

ORDINANCE NO. ORD 22-12
AN ORDINANCE OF THE MONO COUNTY BOARD OF SUPERVISORS AMENDING CHAPTER 15.04 SECTION 210 AND ADDING SECTION 230 OF THE MONO COUNTY CODE SETTING FORTH PROCEDURES FOR EXPEDITING PERMIT PROCESSING FOR ELECTRIC VEHICLE CHARGING STATIONS

WHEREAS, the State of California and the County of Mono has consistently promoted and encouraged the use of fuel-efficient electric vehicles; and
WHEREAS, the State of California adopted Assembly Bill 1236, which requires local agencies to adopt an ordinance that creates an expedited and streamlined permitting process for electric vehicle charging stations (EVCS); and
WHEREAS, creation of an expedited, streamlined permitting process for EVCS would facilitate convenient charging of electric vehicles and help reduce Mono reliance on environmentally damaging fossil fuels; and
WHEREAS, this ordinance shall be consistent with Mono Resource Efficiency Plan (REP) and Regional Transportation Plan (RTP); and
WHEREAS, Assembly Bill 1236 requires Mono County to administratively approve an application for EVCS through the issuance of a building permit or similar nondiscretionary permit and limits the review of EVCS applications to health and safety requirements of local, state, and federal law; and
WHEREAS, Mono fire protection districts have been consulted with regard to this ordinance as required by section (g)(1) of Assembly Bill 1236.

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

SECTION 1. TITLE AND AUTHORITY

This Ordinance shall be known as the County of Mono Electric Vehicle Charging Station Permit Expediting Ordinance. The section is enacted pursuant to Government Code section 65850.7 as established by Assembly Bill 1236.

SECTION 2. Chapter 15.04 of the County of Mono County Code is hereby amended by renumbering existing Section 15.04.210 to be Section 15.04.300, and adding a new Section 15.04.210, as shown in the Attached Exhibit A. No other changes to the County of Mono County Code are proposed hereby.

SECTION 3. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The Mono County Board of Supervisors hereby declares that it would have passed this Ordinance, and each and every Section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the Ordinance would be subsequently declared invalid or unconstitutional.

Notice of Public Hearing

NOTICE IS HEREBY GIVEN that the Mono County Planning Commission will conduct a public hearing on December 15, 2022.

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Members of the public shall have the right to observe and offer public comment, to consider the following:
9:30 a.m. Use Permit 21-006/Sierra High. The cannabis project is located on a 123-acre parcel (APN 001-150-004-000) designated Agriculture (AG) at 7761 Eastside Lane, Topaz, and proposes ten-acres of outdoor cultivation, and indoor cultivation of no more than 10,500 square-foot (SF) of mature plant canopy for year-round operation within four structures. The project also includes onsite cannabis processing (trimming, packaging, and labeling), wholesale distribution, and non-storefront retail. The operation will employ between 12-15 employees for indoor cultivation, and 4-8 seasonal employees for outdoor cultivation. Supporting structures to be constructed may include: a well-house, a water tank-house, hoop-houses, storage containers, a drying shed, and a nursery/processing building.
The property has previously been used for cattle grazing, has two private water wells on the property and energy will be provided by a combined heat and power system. A Mitigated Negative Declaration (MND) is proposed for compliance with the California Environmental Quality Act (CEQA). The MND and project materials are available for public review online at <https://monocounty.ca.gov/planning-commission> and hard copies are available for the cost of reproduction by calling 760-924-1800.

INTERESTED PERSONS are strongly encouraged to attend the livecast meeting by phone or online, and to submit comments to the Secretary of the Planning Commission, PO Box 347, Mammoth Lakes, CA, 93546, by 8 am on Thursday, December 15, to ensure timely receipt, by email at cddcomments@mono.ca.gov or via the livecast meeting (technology permitting). If you challenge the proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to Secretary to the Planning Commission at, or prior to, the public hearing.

TS #2022-0200

Notice of Public Hearing

NOTICE IS HEREBY GIVEN that the Mono County Planning Commission will conduct a public hearing on December 15, 2022.

As authorized by AB 361, Mono County has declared a state of emergency, local officials have recommended or imposed measures to promote social distancing, and the legislative body has made such findings; therefore the meeting will be accessible remotely by livecast at: <https://monocounty.zoom.us/j/81728469252> and by telephone at: 669-900-6833 (Meeting ID# is 817 2846 9252) or by teleconference location either at the Bridgeport CAO conferences room, First Floor, Annex 1, 74 N. School St, Bridgeport, CA, 93517 or at the Mono Lake Room of the Mono County Civic Center, First Floor, 1290 Tavern Road, Mammoth Lakes, CA, 93546.

Members of the public shall have the right to observe and offer public comment, to consider the following:
9:00 am - Use Permit 22-009/Eukon Group. The project proposes to allow the installation, operation and maintenance of a wireless telecommunications facility tower on land owned by Mono County and leased to New Cingular Wireless, PCS, LLC in order to improve the cell service levels in the Chalfant Valley. The proposed project site is located at the Chalfant Valley Transfer Station, 500 Locust Street (APN 026-200-044-000), 0.64 miles east of U.S. Route 6. T
he parcel is designated Public and Quasi-Public Facilities (PF) and is 10.07 acres, currently developed with sections of landfill as well as facilities for operation of the landfill and transfer station. A Categorical Exemption compliant with the California Environmental Quality Act (CEQA) sections 15303 (c), (d) and (e) is proposed. Agenda packet can be found online: https://monocounty.ca.gov/meetings?field_microsite_tid_1=597 and hard copies are available for the cost of reproduction by calling 760-924-1800.

INTERESTED PERSONS are strongly encouraged to attend the livecast meeting online or to attend in-person; and to submit comments by 8 am on Thursday, December 15, 2022, to the Planning Commission Secretary, PO Box 347, Mammoth Lakes, CA 93546 or by email at cddcomments@mono.ca.gov or via the livecast meeting (technology permitting). If you challenge the proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Secretary of the Planning Commission at, or prior to, the public hearing. For additional questions, please contact Laura Stark, PO Box 347, Mammoth Lakes, CA 93546; lstark@mono.ca.gov; 760-924-1810.

TS #2022-0201

MONO COUNTY PLANNING COMMISSION

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

PO Box 8
Bridgeport, CA 93517
760.932.5420, fax 932.5431
www.monocounty.ca.gov

September 28, 2022

NOTICE OF INTENT TO ADOPT A MITIGATED NEGATIVE DECLARATION FOR THE SIERRA HIGH CONDITIONAL USE PERMIT FOR CANNABIS ACTIVITIES

NOTICE IS HEREBY GIVEN that the Initial Study/Mitigated Negative Declaration (IS/MND) for the Sierra High Cannabis Conditional Use Permit Project (the Project) is available for review and comment by interested individuals, organizations, and agencies beginning September 30 until October 31, 2022. The Project proposes to develop a commercial cannabis operation consisting of cultivation, processing (trimming, packaging, labeling product), distribution, and non-storefront retail sales, and served by an overhead power extension, at 7761 Eastside Lane, Walker (APN 001-150-004). The Project is proposing a ten-acre outdoor grow seasonally, and a 24,000 square-foot indoor commercial greenhouse operation for year-round cultivation. The property is 124-acres and designated Agriculture. The Project will be located on approximately 15-acres of the property. The project will generate eight full-time employees and up to seven temporary employees for the indoor cultivation operation, and up to eight seasonal employees for outdoor cultivation. No public sales will take place at the premise and the premise will be closed to the public. The Initial Study determined the project could have potential impacts to the following resources; Biological resources, Cultural Resources, Hydrology/Water Quality, and Tribal Cultural Resources. Mitigation measures are identified that would reduce all potentially significant impacts to less than significant levels. The IS/MND are available at the Coleville Library, 111569 Hwy 395, Coleville, CA 96107 and the Mono County Community Development office, 74 N. School St., Annex 1, Bridgeport, CA 93517, and online at:

<https://monocounty.ca.gov/planning/page/sierra-high-cannabis-use-permit>

Copies may be purchased for \$30 at the planning office. Written comments must be sent to the County's PO Box address or email address as follows:

**Mono County
Community Development Department
c/o Michael Draper, Planning Analyst III
P.O. Box 347
Mammoth Lakes, CA**

OR

cddcomments@mono.ca.gov

Deadline for written comments:

5:00 pm, October 31, 2022.

All written comments must be either postmarked or received by this date (hearings on the document and the project itself will be announced later).

Attachment 4

Public Comments

PATRICK CATES
County Manager

JENIFER DAVIDSON
Assistant County Manager



1594 Esmeralda Avenue
Minden, Nevada 89423

www.douglascountynv.gov
775-782-9821

OFFICE OF THE COUNTY MANAGER

December 6, 2022

Michael Draper, Planning Analyst
Mono County
Community Development Department
P.O. Box 347
Mammoth Lakes, CA 93546

Dear Mr. Draper,

I am writing on behalf of the Douglas County Board of Commissioners concerning the Sierra High Cannabis Special Use Permit currently under review in Mono County. The Douglas County Commissioners considered and took public comment from Douglas County residents regarding the draft Mitigated Negative Declaration for this project at their November 17, 2022, Board meeting.

The Douglas County Board of Commissioners urges Mono County to deny this special use permit. Its close proximity along the border of our two counties and states pose a clear threat to the health and safety of our communities.

Douglas County ordinances prohibit any marijuana establishments in any zoning district within Douglas County. While marijuana may have been recently legalized in both California and Nevada, it is inconsistent with the values and rural lifestyle of Douglas County. According to an article in the Sacramento Bee in October, more than half of California marijuana production serves the illicit drug trade. Our residents are deeply concerned about the impact to crime and public safety.

The project contemplated by Sierra High Farms is for intense, industrial-style production of a product that primarily serves the illicit drug trade in California. This is a significant change of use compared to the cattle grazing typical of this and surrounding parcels on both sides of the state line. This use is inconsistent with the rural character of both Douglas and Mono counties.

The location for this proposed project lacks appropriate infrastructure for this use. The impact on remote rural roads of frequent vehicle trips, including heavy truck traffic, will be significant. This will both strain infrastructure and threaten public safety. The proposed route to access this project is also the access and evacuation route for several Douglas County residents.

The permit application acknowledges the lack of power to this site and contemplates use of propane generators until solar power and/or above ground power lines can be installed from a long distance with no specific timeline to do so. This poses increased risk from fires in an area with an extensive history and vulnerability to wildland fires.

Mailing Address: P.O. Box 218, Minden, NV 89423

Public safety infrastructure is also inadequate for this project. The nearest professional firefighting stations are either in Bridgeport or Gardnerville, ensuring dangerously long response times. The impacts on the Mono County and Douglas County Sheriff Departments is not addressed at all in the application.

The application indicates noxious odors will not impact nearby properties. However, given the well-known strong winds blowing from the Sierras in this area, that claim strains credulity when the nearest Douglas County residence is just 1,700 feet downwind from the project site.

Of significant concern is the impact on water and water quality. The application contemplates drilling a well to serve this property. Despite claims of low water use, cannabis crops use significantly more water to cultivate than most commodity crops, including wheat, corn, and rice. The impact of runoff is not adequately addressed and may impact both the Highline Ditch and the local aquifer, impacting the domestic wells of residents in both of our counties. Cannabis cultivation is also associated with the intensive use of fertilizers and pesticides, which is not addressed in the application.

For the sake of the health and safety of the residents in both of our counties, the Douglas County Board of Commissioners urges Mono County to reject this special use permit.

Sincerely,

A handwritten signature in black ink, appearing to read 'Patrick Cates', with a long horizontal flourish extending to the right.

Patrick Cates
Douglas County Manager

From: [Sam Foster](#)
To: [Michael Draper](#)
Cc: [John Peters](#)
Subject: Sierra High Cannabis Farm
Date: Monday, November 7, 2022 10:09:37 AM

[EXTERNAL EMAIL]

As business owners and also residing on Topaz Lane we are voicing our concerns about the Sierra High Cannabis Farm located off Eastside Land and Stateline.

We live on Topaz Lane because of the rural beauty and quiet. That will all be destroyed by the huge amount of traffic that is proposed by the cannabis farm. Our Antelope Valley is a treasure that the Community Development Dept. may not appreciate. Giving clearance to this commercial operation is opening the door to unwanted urban spread.

The fire threat is also of great concern. All of us living in this valley are well aware of what downed power lines can do. Where the farm is located....there will be no stopping a fire once it starts.

We are sure all the people who have voiced concerns over this matter will be met with deaf ears but it would be nice if money didn't win over the people who have lived here for decades.

Sam & Linda Foster
3553 Topaz Lane
Topaz, Ca. 96133

From: [CDD Comments](#)
To: [Michael Draper](#)
Subject: FW: sierra high meeting/question
Date: Tuesday, December 6, 2022 12:58:01 PM

-----Original Message-----

From: Sam Foster <toiyabemotel@gmail.com>
Sent: Tuesday, December 6, 2022 9:50 AM
To: CDD Comments <cddcomments@mono.ca.gov>
Subject: sierra high meeting/question

You don't often get email from toiyabemotel@gmail.com. Learn why this is important
<<https://aka.ms/LearnAboutSenderIdentification>>

[EXTERNAL EMAIL]

I would like to submit a question to be asked at the meeting.
How is this costly project being funded?

Linda Foster

Coy and Donna H. Patton
1135 Eastside Lane
Coleville CA 96107
775-781-9566

November 9, 2022

Mono Community Development Department
PO Box 347
Mammoth Lakes, CA 93546

ATTN: Michael Draper

We just learned of the proposed High Sierra Cannabis Farm to be located in Topaz and are writing to register our opposition to this commercial project. According to our understanding and belief about this proposed project some of our obvious concerns are as follows:

- Antelope Valley is the end of the line for Liberty Power. New builds are required to have their power lines underground. How can installing 30 new overhead power poles be justified, much less serviced.
- Water usage of approximately 43,000 gallons a day is a big problem. We are experiencing a drought cycle and concern for the water table in our wells going dangerously low is a major consideration that we live with. Should that happen because of the addition of this commercial project, we, the homeowners, will be burdened with the exorbitant cost of deepening our wells.
- The traffic on our country roads, about 100 vehicle trips a day; the visual impact of structures, some 30 feet tall right at Topaz Lake, a major recreational area for Mono County, Antelope Valley and Nevada; the effect on the wildlife that is intertwined with our own lives; all of these would change the peace and serenity of the life we in this valley all share.

Haven't we been through enough? Our lives were dramatically changed by the Mountain View Fire. Now, 2 years later, as new houses return slowly, one by one, we are beginning to be able to return to something resembling normal.

We ask that you consider the residents of Antelope Valley first. We are the ones who will be directly and drastically effected by the proposed High Sierra Cannabis Farm.

Respectfully submitted,



Coy and Donna H. Patton

CC: Supervisor John Peters

From: [Jim Ricks](#)
To: [Michael Draper](#)
Subject: High Sierra Cannabis Farm
Date: Monday, November 7, 2022 9:33:26 AM

You don't often get email from jrickswbc@gmail.com. [Learn why this is important](#)

[EXTERNAL EMAIL]

Mr. Draper,

We do not need another cannabis farm in our valley. The smell from one is terrible enough let alone two. It would also increase traffic and noise. We are in a drought and we should not bring in businesses that use lots of water. Plus, the weather in this area is not conducive to growing cannabis. Just as the owners of the one farm that is already here. Please do not allow this farm to come into our valley.

Jim Ricks
Resident of Walker, CA

From: sierralight@schat.com
To: [Michael Draper](#)
Cc: [Wendy Sugimura](#); [John Peters](#)
Subject: Re: Opposition to High Sierra Cannabis Farm, Topaz, CA
Date: Wednesday, November 16, 2022 10:38:17 AM

[EXTERNAL EMAIL]

Mono Community Development, Attn. Michael Draper

Good morning Michael,

I am writing on behalf of my family and I to oppose building of the High Sierra Cannabis Farm located at Eastside Lane and Stateline, Topaz, CA, Mono Co.

We are opposed to the Farm on the following:

1. Very high daily water usage which jeopardizes the water table and existing Antelope Valley wells for AG uses relating to food production for livestock and people, as well as residential use.
2. Huge visual blight in our scenic Antelope Valley and Topaz Lake area seen from miles around which includes large, tall commercial growing structures and other outbuildings in a concentrated development.
3. Greatly increased rural road usage on both Eastside Lane and Topaz Lane, diminishing safety and pleasure usage to local residents, tourist visitors, bicycles, ATVs, as well as increased commercial traffic past rural residential homes. Poses a great risk to mule deer, coyotes, foxes, bobcats and other wildlife crossing the roads.

This Farm would diminish the quality of our rural life and as well as the scenic aesthetic of the Antelope Valley for all.

Thank you for your attention.

Sincerely,

Kerry Roeser and Michael Elam
Lou and Marye Roeser, Maryl Roeser

From: Darren Salmond <dmsfrdracing@yahoo.com>

Sent: Tuesday, December 6, 2022 12:30 PM

To: John Peters <jpeters@mono.ca.gov>; Stacy Corless <scorless@mono.ca.gov>; Bob Gardner <bgardner@mono.ca.gov>; Rhonda Duggan <rduggan@mono.ca.gov>; Jennifer Kreitz <jkreitz@mono.ca.gov>; patricia@mammothlakeshousing.org <patricia@mammothlakeshousing.org>; Roberta Lagomarsini <rlagomarsini@mono.ca.gov>; Jora Fogg <jfogg@mono.ca.gov>; J. Scott Bush <jsbush@mono.ca.gov>; Chris Lizza <clizza@mono.ca.gov>

Subject: Please approve the Sierra High Farms Project

You don't often get email from dmsfrdracing@yahoo.com. [Learn why this is important](#)

[EXTERNAL EMAIL]

Hello,

I am a current resident in the city of Coleville who definitely supports the approval on the Sierra High Farms project here in the Little Antelope Valley of Mono county.

What this means:

- Sierra High Farms will provide year-round jobs for all people in our community.
- This is great news for us to have another employment opportunity locally. Especially for graduating high school students.
- Easy short travel to work no matter the weather conditions.
- Fuel savings as well as less wear and tear on personal vehicles.
- Potential auto insurance savings, reduction in annual miles driven.
- Lower commuting times translates to more free time.
- Exciting ground floor and startup level opportunity with a brand-new business.

In attending a local Q&A meeting provided by the Sierra High Farms staff, it is obvious the team is highly organized, thoughtful and professional in all operational matters on the project. Due to their great communication and explanation efforts regarding the project, the Sierra High Farms team is the company I would spend my future employment efforts with.

Sincerely,
Darren

From: hawhee546@aol.com <hawhee546@aol.com>

Sent: Sunday, December 11, 2022 1:46 PM

To: Jennifer Kreitz <jkreitz@mono.ca.gov>; Rhonda Duggan <rduggan@mono.ca.gov>; Bob Gardner <bgardner@mono.ca.gov>; John Peters <jpeters@mono.ca.gov>; Stacy Corless <scorless@mono.ca.gov>

Subject: Please approve Sierra high farm project

You don't often get email from hawhee546@aol.com. [Learn why this is important](#)

[EXTERNAL EMAIL]

Dear Madams and Sirs,

As a registerd and active voter of Mono county and resident home owner of the Topaz area in which this project is located I am in favor of the Sierra High Project.

I am one of the closest properties to the Farm, and they are actualy quite a distance from anyone. Anyone who is worried about smell is not living in this valley, if you do you know that any potential odor would simply blow away, there isnt anyone close enough to the site to be affected. Nobody complains about the Park Ranch feed lot.

The owners of the project are local, long time contributing members of the community. Always there helping others even when they need help.

The financial impact to the county can only be positive, taxes, jobs etc. They are asking to have a bussiness that has been approved by voters and they have done all of the due diligence etc.

This is also an agricultural project that helps keep the valley agricultural :) Please dont be like Lyon co. and Douglas co. Nevada where someone has a friend that doesnt like a project or person, so even if those projects are in full compliance with all zoning, historical use etc, they vote against it, and that keeps great people from doing good things for their community.

Just a personal note about myself, I do not use cannabis, even when I was deathly ill from chemo therapy. I do know that it is a very effective treatment for many people with epilepsy, and Vets with PTSD etc. With one son a Navy veteran and another an Army sargent E-6, I would like to see people like the project owners that actually care about Veterans able to help and support themselves.

Maybe someday someone will build a grow house for tomatos and lettuce.....a person can dream.

Thank you for taking my opinion into consideration and thank you for your service.

Sincerely

Dianne Hawhee

115772 US HWY 395

Topaz CA

From: E. Chichester <echichester@gmail.com>

Sent: Monday, December 12, 2022 5:07 PM

To: Bob Gardner <bgardner@mono.ca.gov>; Jora Fogg <jfogg@mono.ca.gov>; John Peters <jpeters@mono.ca.gov>; J. Scott Bush <jsbush@mono.ca.gov>; Rhonda Duggan <rduggan@mono.ca.gov>; Roberta Lagomarsini <rlagomarsini@mono.ca.gov>; Stacy Corless <scorless@mono.ca.gov>

Subject: Requesting your support for Sierra High Farms

Some people who received this message don't often get email from echichester@gmail.com. [Learn why this is important](#)

[EXTERNAL EMAIL]

Dear Jennifer, Rhonda, Bob, John, Stacy, Patricia, Roberta, Jora, Scott and Chris,

As someone born and raised in Coleville, and whose father and grandfather were both born here, I feel strongly that there are compelling reasons why Sierra High Farms would be a boon to the Antelope Valley and its residents.

I love this place. There are trees and rocks and vistas that I've known for more than 50 years. The declination of the sun at certain times of the day or a faint breeze on a summer night carrying the call of a great horned owl; these are some of my fondest memories. No matter where I've lived - Italy, England, San Francisco, the Midwest - Coleville will always be home. But a practical reality remains. As much as I would like to be here with my family full time, the economic outlook is bleak. Sure, I could come home and try to raise cattle and grow hay, but as we all know, water shortages, hotter summers, and the razor-thin margins associated with raising cattle make this a risky proposition.

Consequently, I've followed the idea of novel forms of agricultural production in the valley with a lot of interest over the last several years. I more recently, I have spoken extensively to the founders of the Sierra High Farms Project about their plans for cannabis cultivation. The conclusion that I have come to is that theirs is a very well-thought-out and intensively-researched business plan. It would put a remote and sparsely populated corner of the valley to its highest and best use. And, critically, it would bring jobs and tax revenues to a community that is slowly fading away.

I've heard some of the comments by detractors whose main objections appear to stem from fear and an unwillingness to accept change. I have some thoughts about these objections:

Residents voted for this

Cannabis cultivation was approved almost two to one by local voters. That's the voice of the majority. This is our mandate.

Location

The proposed location is ideal in that it's tucked away from any towns. It's off a long stretch of dirt road, for Pete's sake, with only a few residents nearby. You really could not ask for a more suitable location. As for concerns about odor, noise, light pollution and safety, cannabis is the most strictly regulated agricultural industry in the state. This company would have never made it to this stage had it not jumped through myriad hoops to demonstrate that it met, and, in most cases, exceeded these stringent requirements. Local voters affirmed their approval of cannabis cultivation by a resounding majority and this location has met all regulatory requirements. It's the perfect location.

Safety

I'm the parent of an 11 year old child, and I can say with absolute confidence that the detailed plans proposed by Sierra High Farms addressed any concerns I might have had. And yes, I would be comfortable living with my child near this

business. I know that it would afford far greater security and more fire protections for its neighbors than there are at present.

Water

I grew up watching my father irrigate. I know how much water it takes to irrigate alfalfa and winter wheat and garlic. The water usage proposed by this project is vastly smaller than any other agricultural concern in the valley. Water is not an issue.

Character of the valley

The valley was settled by people like my great grandfather Bruce, who started with a herd of goats and then switched to cattle. Year after year of drought and the break-even-if-you're-lucky reality of farming and ranching means that I myself would never consider raising cattle. It just doesn't make any economic sense. What I do want to see is a well-run and highly-regulated agricultural business that brings jobs and tax dollars to the community. I believe Sierra High Farms is the future of the kind of sustainable agricultural production the valley needs. I'm also confident it will be invisible to the vast majority of the populace. If you look at the number of people involved and the seasonal nature of the work, it just isn't going to change what daily life looks like for 99% of all residents. As to the people who don't want this business anywhere near them, I'd say that if you don't own the land, you don't really get to decide how someone else is going to legally use land they own. And for those who would like to keep the bucolic farms and ranches the way they are, perhaps it's their turn to take a crack at the backbreaking, economically infeasible toil of ranching and farming themselves. I can't imagine there'd be many takers for this proposition.

In closing, I have dreamt of an opportunity for a year-round job where I could be near my ageing parents while furthering my family's agricultural legacy in the valley. The Sierra High Farms Project presents just such an opportunity in a way that is smart, sustainable, and which will drive the local economy with solid financial outcomes.

Antelope Valley needs this kind of bold, forward-thinking action to ensure that it thrives. What worked in the past no longer does. The Sierra High Farms Project presents a practical path forward to ensure that our community flourishes into the future, for our neighbors, ourselves, and our families.

I ask each of you in the strongest possible terms to please approve the Sierra High Farms Project.

Sincerely,

Ella Chichester

From: Marylin Portman <mportman8@gmail.com>

Sent: Wednesday, December 14, 2022 11:19 AM

To: John Peters <jpeters@mono.ca.gov>; Jennifer Kreitz <jkreitz@mono.ca.gov>; Rhonda Duggan <rduggan@mono.ca.gov>; Bob Gardner <bgardner@mono.ca.gov>; Stacy Corless <scorless@mono.ca.gov>; J. Scott Bush <jsbush@mono.ca.gov>; Roberta Lagomarsini <rlagomarsini@mono.ca.gov>; Chris Lizza <clizza@mono.ca.gov>; patricia@mammothlakeshousing.org <patricia@mammothlakeshousing.org>; Jora Fogg <jfogg@mono.ca.gov>

Subject: Support Sierra High Farms

Some people who received this message don't often get email from mportman8@gmail.com. [Learn why this is important](#)

[EXTERNAL EMAIL]

Dear Supervisors,

I have lived in the Antelope Valley since 1961. Over the years one gets tired of seeing new people from Southern California moving to the valley and deciding they know how things should be. The Sierra High Farm folks purchased out of the way sage brush that no one wanted with plenty of land around them for a good buffer from their few neighbors.

I have gotten to know most of the people who started this company and found them to be great neighbors and self-supporting educated people from various backgrounds. They have complied with the tedious requirements for this kind of operation and I know they will be just as responsible in the way they manage it. Do a few newish residents and folks who live in Nevada get the right to tell their neighbors how to live? This group is legal, hard working and to my mind have demonstrated they care about their neighbors and our environment. Let them prosper, while following the laws, so they can add their talents and the jobs they will create to our small community. We need some need blood - I feel they will add skills, tax dollars and diversification to our struggling valley.

Please approve their plans.

Sincerely,
Marylin Portman
62 year resident

Coy and Donna H. Patton
1135 Eastside Lane
Coleville CA 96107
775-781-9566

January 7, 2023

Mono County Board of Supervisors
PO Box 8
Bridgeport, CA 93517

ATTN: Supervisor John Peters

This letter is in regard to the Board of Supervisors meeting on the SierraHigh Cannabis Farm in Topaz. We attended the Q&A at the Coleville Library and participated by phone in the Planning Commission meeting, where Scott Bush rightfully recused himself from voting. We are requesting the following:

- that the meeting be held in Antelope Valley where local residents directly effected have the opportunity to attend in person; and
- that those who speak at the meeting identify themselves if they have any connection to this cannabis farm.

Antelope Valley residents are in both California and Nevada. In fact Antelope Valley Nevadans will be most effected. We understand that Douglas County is opposed to this project and their opposition should be given as much weight in your decision as is our opposition. We depend on Douglas County for everything from groceries to medical care. If your decision is to approve this project, I hope that the good relationship we have enjoyed with Nevada doesn't change, that a California license plate doesn't cast us in a negative light – especially with our license plate cover reading “Walker—Eastern Sierra”.

I want Nevadans to know that they are not alone in their opposition to this cannabis farm, that there are some of us living on the California side of Antelope Valley who are strongly opposed.

Respectfully submitted,



Coy and Donna H. Patton

CC: Michael Draper

From: sierralight@schat.com <sierralight@schat.com>

Sent: Wednesday, February 1, 2023 1:42 PM

To: John Peters <jpeters@mono.ca.gov>

Cc: Jennifer Kreitz <jkreitz@mono.ca.gov>; Rhonda Duggan <rduggan@mono.ca.gov>; Bob Gardner <bgardner@mono.ca.gov>; Lynda Salcido <lsalcido@mono.ca.gov>; Michael Draper <mldraper@mono.ca.gov>

Subject: Opposition to Sierra High Farm, Topaz, Mono Co., CA

[You don't often get email from sierralight@schat.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

[EXTERNAL EMAIL]

Mono Co. Board of Supervisors

Dear Supervisor Peters,

We are requesting that the Board of Supervisors hearing and vote on the proposed High Sierra Farm be held at the community center in Walker, where Antelope Valley residents, who will be greatly affected by the farm, can easily attend.

This letter is written in opposition to the proposed cannabis Sierra High Farm near Topaz in the Antelope Valley, CA. We are very concerned about the following issues.

1. EIR/EIS- Has the appropriate environmental protection review been accomplished to insure the protection of the resources of the Antelope Valley?
2. Toxicity to Wild and Domestic Animals- How will this large industrial cannabis development affect surrounding wildlife including Mule Deer and domestic animals?
3. Hazardous Wastes- How will hazardous wastes be dealt with? Hauled where?
4. Greatly Increased Road Traffic- How will the greatly increased road traffic on the country lanes of Topaz and Eastside affect the wildlife and domestic animals, residences along the lanes, bicyclers and ATVer's enjoying the advertised scenic routes? Will Mono Co. sheriffs patrol the lanes to monitor vehicle speeds?
5. Water Table & Walker River Watershed- How will the high demand of water usage affect the water table and existing wells for ranching and food farming (animal and human food) and residences? How will any runoff affect the water quality of the Walker River Watershed?
6. Outdoor Grow- Are there plans for outdoor cannabis growing which

would have a much greater effect on toxic water runoff, toxicity to animals, and highly increased odor?

7. Viable Market- Is there a current and future viable and profitable market, or is the market saturated?

8. Safety and Protection- Is the Mono Co. Sheriff Dept. adequately staffed and prepared for any safety and protection that could arise at the very northern end of Mono Co.?

9. Douglas Co. Neighbors- As border neighbors to Douglas Co., does Douglas Co. support this development which borders its residents? It is my understanding and belief that Douglas Co. does not support this proposed cannabis farm.

10. Land Use- Is this cannabis farm development in keeping with rural Antelope Valley and the traditional agriculture use long established here? Doesn't cattle and hay ranching, and food farming have greater value for our current and future needs?

In closing, we believe that the proposed large commercial cannabis farm will diminish the quality of our lives in this beautiful rural valley for our residents and our visiting tourists. Our local communities will be directly affected. The visual blight of the farm will also detract from the scenic value of the valley for all.

How does this large cannabis development specifically benefit our valley for the greater number of residents and tourists?

Thank you for your time.

Sincerely,
Kerry Roeser and Michael Elam
The Roeser Family
Louis, Marye, and Maryl Roeser