



PLUMAS COUNTY MANAGEMENT COUNCIL
A Commitment to Coordinated Public Service

DATE: November 26, 2007

TO: Management Council Members

FROM: Chuck Leonhardt, Management Council Chair
Scott Lawson, Recording Secretary (Under duress)

SUBJECT: Management Council Meeting Minutes for November 2, 2007

The next Management Council Meeting will be held Friday, December 7, 2007 from 9 am - 11 am at the Health & Human Services Conference Room.

Present: Andy Anderson, Sheryl Austin, Michelle Blackford, Billy Cox, Ginny Dunbar, Hank Foley, Katie Hyre, Jack Ingstad, Scott Lawson, Margaret Miles, Bob Perrault, Dave Preston, John Sebold, Sid Roberts, Elliott Smart, Barbara Thompson, Gayla Trumbo. Guests: Susie Grant, Larry Trotter.

Call to Order: Andy Anderson, Acting Chair in the absence of Chuck Leonhardt, called the meeting to order at 9:05 Community Room time.

Additions to the Agenda: None.

Approval of Agenda of November 2, 2007: Yes.

Approval of Minutes of September 7, 2007: (No Oct. meeting). Yes.

Mid-Management Report: Susie Grant described the 211 Social Services help number that is designed to ensure that all Californians have 24 hour help when needed. She has applications for interested parties. She also informed the council of the Employee's Association Christmas Party at the Greenhorn Guest Ranch. County employees are free, guests are \$10, lodging is available. Fare will be prime rib, no host bar, BYOB if wanted. The Rick Hammond Band will provide entertainment unless the revelers demand an

encore from the Dream Girls. Deadline to sign up is November 30. The Christmas Door decorating contest will be judged December 7 by local kids.

Emergency Services Protocol: Andy Anderson of Office of Emergency Services gave an overview of his department and his responsibilities and duties as Fire Warden. These include, but are not limited to, declaration of emergencies, development of a mitigation plan per FEMA regulations, SIMS, which implements Incident Command System. NIMS was put in place by the Board of Supervisors last year as a result of Hurricane Katrina. Any requests for emergency help go to the OES first.

Larry Trotter, as Director of Disaster Services for Red Cross gave a short presentation in conjunction with Andy Anderson. They first look to OES for direction. Red Cross responds for the first three days and encourages everyone to read the county's Disaster Plan. Red Cross training is available in Plumas County and the goal is to have at least one person certified in each department.

Department Reports to BOS: Barbara Thompson encouraged DHs that have not been to the BOS to sign up for short presentations, but no issue items. It is felt that some departments do not make regular reports to the Board.

Department Head Emergency Contact Numbers: Barbara Thompson would like all DHs to make available to the BOS their cell phone, home phone and email addresses. Billy Cox, as a new DH, apparently was given this information the rest of us have not received. Ultimately, it was decided that Andy Anderson would compile the requested information to have available through his office.

Management Training: Bob Perrault has set Thursday, November 29th and Thursday, December 6th for this supervisory training. This is the same training he and Jonathan Schnall attended in San Francisco last year. Bob will send an email at the end of next week summarizing the training. It will be an all day program (8 a.m. to 4:30 p.m.)

Break: Since no one brought snacks or coffee, like the good troopers we are, we worked straight through.

Mid Year Budget Review: Jack Ingstad will begin reviewing revenue figures next month. He fears there may be some rough times ahead. Contingency is half of the previous year's amount. The State will have a huge deficit, and might grab our property taxes to balance their budget. Planning & Building projects are down, real estate is down, but Transient Occupancy Tax is ahead of last year.

Filling Vacant Positions: Jack Ingstad notes that there is no reason to modify the current hiring process. He indicated we will know more after the mid-year numbers are in. If it is bad then we may have to develop a list of potential cuts in positions. Gayla Trumbo reviewed the Critical Staffing process. Barbara Thompson wants an analysis of each position refilled to ensure it is warranted. There is concern over refilling positions cut in the last budget process, and how to determine which is refilled versus those that are not. Plumas County has a \$95 million budget, so it is believed we should be able to cover core business and essential services. Despite all this Doom & Gloom, there is no reason for panic or alarm, yet.

Roundtable Items: Elliott Smart relates he is working with Social Services program legislation. Sheryl Austin wants everyone to come to Veteran's Day at Greenville, it will be huge. In keeping with Armistice Day tradition, it will be on 11/11 at 11:00 a.m. As a note, everyday, 1500 WWII vets are lost. Scott Lawson invites everyone to the Sally Yost Art Reception at the Museum at 5:01 p.m. Gayla Trumbo reports that the live scan for DOJ fingerprints form that will be sent out is to be filled by departments for the employee. Hank Foley described his department's success with the flu campaign. In Chester, Greenville, Quincy, and Portola, they vaccinated 6,000 people in a couple of hours. Margaret Miles reported that the Library Literacy Program was awarded money to hire Americorp people to set up literacy programs in Greenville and to assist in Quincy.

Adjourned: 10:30 Community Room time.

Next meeting: December 7, 2007, 9:00 a.m. H&HS Building

Refreshments: ?