

Board Members

Joe Neves, District 1
Richard Valle, District 2
Doug Verboon, District 3 - Chairman
Rusty Robinson, District 4 – Vice-Chairman
Richard Fagundes, District 5



Staff

Kyria Martinez, County Administrative Officer
Diane Freeman, County Counsel
Catherine Venturella, Clerk of the Board

Board of Supervisors Regular Meeting Agenda

Date: Tuesday, October 29, 2024
Time: 9:00 a.m.
Place: BOARD of SUPERVISORS CHAMBERS, Kings County Government Center
1400 W. Lacey Boulevard, Hanford, California 93230

☎ (559) 852-2362 ❖ bosquestions@co.kings.ca.us ❖ www.countyofkingsca.gov

The meeting can be attended on the Internet by clicking this link:

<https://countyofkings.webex.com/countyofkings/j.php?MTID=m60121831c518b7a36fa290a9e107fcd1>

or by sending an email to bosquestions@co.kings.ca.us on the morning of the meeting for an automated email response with the WebEx meeting link information. Members of the public attending via WebEx will have the opportunity to provide public comment during the meeting. Remote WebEx participation for members of the public is provided for convenience only. If the WebEx connection malfunctions or becomes unavailable for any reason, the Board of Supervisors reserves the right to conduct the meeting without remote access.

WebEx will be available for access and the Board Chambers will be open at 8:50 a.m.

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<https://youtube.com/live/ZHn611BIL6w?feature=share>

****Members of the public viewing the meeting through YouTube will not have the ability to provide public comment.**

Members of the public may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether it is on the agenda for the Board's consideration or action, and those comments may become part of the administrative record of the meeting. Comments will not be read into the record, only the names of those who have submitted comments will be read. Written comments should be directed to bosquestions@co.kings.ca.us email by 8:00 a.m. on the morning of the noticed meeting to be included in the record. Those comments received after 8:00 a.m. may become part of the record of the next meeting. E-mail is not monitored during the meeting. To submit comments by U.S. Mail, send to: Kings County Board of Supervisors, Attn: Clerk of the Board of Supervisors, County of Kings, 1400 W. Lacey Blvd., Hanford, CA 93230.

- I. 9:00 AM **CALL TO ORDER**
ROLL CALL – Clerk of the Board
INVOCATION – Pastor Sheri Winterowd – First Presbyterian Church
PLEDGE OF ALLEGIANCE



II. COUNTY SERVICE AWARDS - Carolyn Leist

Acknowledge employees that have completed various milestones of County service from the following departments: Child Support Services, Public Health, Human Resources, Information Technology, Job Training Office, Library, Probation, Public Guardian/Veterans Services, and Public Works.

III. UNSCHEDULED APPEARANCES

Any person may directly address the Board at this time on any item on the agenda, or on any other item of interest to the public, that is within the subject matter jurisdiction of the Board. Two (2) minutes are allowed for each item.

IV. APPROVAL OF MINUTES

- A. Report out of Closed Session from the regular meeting for October 22, 2024.
- B. Approval of the minutes from the regular meeting for October 22, 2024.

V. CONSENT CALENDAR

A. County Counsel:

- 1. Consider adopting a revised Conflict of Interest Code for County Departments for 2024.
- 2. Consider approving the Conflict of Interest Code Amendment for the Excelsior-Kings River Resource Conservation District.
- 3. Consider approving the Conflict of Interest Code Amendment for the Kings County Children and Families Commission.
- 4. Consider approving the advanced step hire of Ameet K. Nagra as a Deputy County Counsel IV at Range 279.0, Step 5.

B. Human Services Agency:

- 1. a. Consider approving the Medi-Cal Privacy and Security Agreement with the California Department of Health Care Services to ensure the security and privacy of Medi-Cal recipients' confidential personal and health information retroactively effective from September 1, 2024 through September 1, 2028;
- b. Approve the first Amendment to the Medi-Cal Privacy and Security Agreement with the California Department of Health Care Services to modify language retroactively effective from September 1, 2024 through September 1, 2028.

C. Public Works Department:

- 1. a. Consider approving the Agreement with FASTER Asset Solutions for the upgrade of the fleet asset management software known as FASTER Web effective from October 29, 2024 through October, 28 2029;
- b. Authorize the Purchasing Manager to sign the Purchase Order for the FASTER Asset Solutions Agreement;
- c. Adopt the budget change. **(4/5 vote required)**
- 2. a. Consider approving the purchase of nine Dodge Durangos, four Chevrolet Silverado trucks, one Ford truck equipped with a CTEC Upfit, and one Chevrolet Passenger van using Sourcwell purchasing consortium and local bids;
- b. Authorize the Purchasing Manager to approve the purchase order for the 15 vehicles.



CONSENT CALENDAR Continued

D. Administration:

1. Consider approving the Agreement with Cooperative Personnel Services dba CPS HR Consulting to provide a two-day Executive Leadership Development Training to County Department Heads effective October 29, 2024 through October 29, 2025.
2. Consider denying the Claim for Damages filed by Dordulian Law Group on behalf of Stephan Fobbs.
3. Consider denying the Claim for Damages filed by Charles W. Bunstine II.
4. Consider denying the Claim for Damages filed by Dulce Juarez on behalf of Yadira Juarez.

VI.

REGULAR CALENDAR

A. Finance Department – Erik Urena

1. Consider approving the first amendment with Witt O’Brien’s, LLC for Post Disaster Recovery Management Services effective October 29, 2024 through September 30, 2026.

B. Public Health Department – Rose Mary Rahn/Heather Campos

1. Consider adopting a Resolution proclaiming October 2024 as Breast Cancer Awareness Month.

C. Public Guardian/Veterans Services – Scott Holwell

1. Consider adopting a Resolution in support of Operation Green Light for Veterans from November 4, 2024 through November 11, 2024.

D. Administration – Kyria Martinez/Matthew Boyett

1.
 - a. Consider authorizing the cancelation of the following projects: Cohen Veteran Clinic, 2 Meg Generators, Information Technology and Dispatch Generators, and the Public Works Online Portal, totaling \$1,645,000 and redistribute funds for recommended projects;
 - b. Authorize the reallocation of unspent funds in the amount of \$181,025 from previously approved projects and redistribute funds for recommended projects;
 - c. Authorize the use of American Rescue Plan Act funding to pay for the \$1,000 lump-sum payment for all permanent County employees, including elected officials and the Board of Supervisors;
 - d. Authorize the use of American Rescue Plan Act funding to pay for the \$200 lump-sum payment for all extra help employees;
 - e. Authorize the Human Resources Director to sign the side letter agreements regarding the \$1,000 and one time lump sum with all bargaining groups;
 - f. Authorize the additional funding for the Kettleman City Foundation in the amount of \$152,000 for existing site renovation and repairs;
 - g. Authorize the additional funding for the Kings County Fire Department in the amount of \$24,013 for the Computer Aided Dispatch upgrades;
 - h. Authorize the funding for the Executive Leadership Development training for department heads in the amount of \$6,000;
 - i. Authorize the use of all remaining American Rescue Plan Act funding in the amount of \$168,613 and any other remaining funds, to be obligated for revenue loss;
 - j. Adopt the budget change. **(4/5 vote required)**



VII. BOARD MEMBER ANNOUNCEMENTS OR REPORTS

On their own initiative, Board Members may make a brief announcement or a brief report on their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda (Govt. Code Section 54954.2a).

- ◆ Board Correspondence
- ◆ Upcoming Events
- ◆ Information on Future Agenda Items

VIII. CLOSED SESSION

- ◆ **Conference with Labor Negotiator: [Govt. Code Section 54957.6]**
Negotiators: Kyria Martinez, Carolyn Leist, Che Johnson of Liebert Cassidy Whitmore
 - General Unit - CLOCEA
 - Supervisor's Unit - CLOCEA
 - Blue Collar - SEIU
 - Detention Deputy's Association
 - Firefighter's Association
 - Deputy Sheriff's Association
 - Probation Officer's Association
 - Prosecutor's Association
 - Unrepresented Management
- ◆ **Personnel Exemption: 1 Case [Govt. Code Section 54957]**
Public Employee Appointment – Fire Chief
- ◆ **Significant exposure to litigation: (1 Cases)**
[Govt. Code Section 54956.9 (d)(2)(e)(1)]
- ◆ **Litigation initiated formally. Title:**
Sierra Club, et al. v. California Department of Water Resources, Court of Appeal Case No. C100552
[Govt. Code Section 54956.9(d)(1)]
- ◆ **Significant exposure to litigation: (1 Case)**
[Govt. Code Section 54956.9 (d)(2)(e)(3)]
Additional Info: J.G. Boswell claim for damages



IX. ADJOURNMENT

The next regularly scheduled meeting will be held on November 5, 2024 at 9:00 a.m.

FUTURE MEETINGS AND EVENTS

October 31	9:00 AM	County Office Halloween Office Decorating Contest Judging
October 31	1:30 PM	County Employee Halloween Costume Party Contest Judging
November 5	9:00 AM	Regular Meeting
November 12	--	Regular Meeting Canceled due to Veteran's Day Holiday on November 11, 2024
November 19	--	Regular Meeting Canceled due to Board Members participating in CSAC Annual Meeting
November 26	9:00 AM	Regular Meeting
December 3	9:00 AM	Regular Meeting
December 10	9:00 AM	Regular Meeting

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<https://www.countyofkingsca.gov/departments/board-of-supervisors/calendar-agenda-and-action-summary>



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: Human Resources – Carolyn Leist

SUBJECT: COUNTY SERVICE AWARDS PRESENTATION

SUMMARY:

Overview:

The Kings County Service Awards Program has been in place since 1977 to recognize the full-time employment service of County employees. Service awards are presented to employees after five (5) years of continuous full-time service, and in increments of five (5) years thereafter.

Recommendation:

Acknowledge employees that have completed various milestones of County service from the following departments: Child Support Services, Health, Human Resources, Information Technology, Job Training Office, Library, Probation, Public Guardian/Veterans Services, and Public Works.

Fiscal Impact:

The adopted Fiscal Year 2024-25 Budget includes \$17,000 in the Human Resources budget for the provision of various cash and memento awards for eligible employees.

BACKGROUND:

Public service is a calling and a privilege, embodying a deep commitment to enhancing the lives of community members. Each day, dedicated individuals contribute their time, skills, and passion to ensure the well-being and progress of Kings County. To honor this commitment, the Kings County Service Awards Program recognizes the invaluable contributions of County employees.

This program serves to publicly recognize the length and quality of service provided by the County's workforce, reinforcing the significance of their efforts. At the end of each fiscal year, the Human Resources Department identifies employees eligible for service awards based on their tenure. Each recipient receives a certificate highlighting their years of dedicated service, and the opportunity to select an award that reflects their commitment, whether it be cash or a commemorative memento.

(Cont'd)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk of the Board

By _____, Deputy.

Agenda Item

COUNTY SERVICE AWARDS PRESENTATION

October 29, 2024

Page 2 of 2

Employees from the following departments are being recognized, celebrating their hard work and dedication to the citizens of Kings County:

- Child Support Services
- Health
- Human Resources
- Information Technology
- Job Training Office
- Library
- Probation
- Public Guardian/Veterans Services
- Public Works

Board Members

Joe Neves, District 1
Richard Valle, District 2
Doug Verboon, District 3 - Chairman
Rusty Robinson, District 4 – Vice-Chairman
Richard Fagundes, District 5



Staff

Kyria Martinez, County Administrative Officer
Diane Freeman, County Counsel
Catherine Venturella, Clerk of the Board

Board of Supervisors Regular Meeting Action Summary

Date: Tuesday, October 22, 2024
Time: 9:00 a.m.
Place: BOARD of SUPERVISORS CHAMBERS, Kings County Government Center
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- I. 9:00 AM **CALL TO ORDER**
ROLL CALL – Clerk of the Board
INVOCATION – Pastor Tyler Jones – Koinonia Church
PLEDGE OF ALLEGIANCE
ALL MEMBERS PRESENT



II. COUNTY SERVICE AWARDS - Carolyn Leist

Acknowledge employees that have completed various milestones of County service from the following departments: Agricultural Commissioner, Assessor/Clerk-Recorder, Behavioral Health, ~~Child Support Services~~, County Counsel, District Attorney, Elections, Finance, and Fire.

III. UNSCHEDULED APPEARANCES

Any person may directly address the Board at this time on any item on the agenda, or on any other item of interest to the public, that is within the subject matter jurisdiction of the Board. Two (2) minutes are allowed for each item.

Ken Baird, Kings County resident stated that he was here in support of the proposed project on the agenda today as a study session for a mental health facility in the old Public Health building and stated that there is a crucial need for a facility in Kings County.

Rebecca Bell, Kings County resident asked the Board to let her know who oversees overseeing agencies that receive funding to assist Kings County residents and are possibly misusing funds and stated that she would send an email with the information to the Board. She stated that she would contact the City of Hanford as well and stated that there is fear of retaliation for those that speak out and she just wants to make sure there is accountability for the funds.

Lupe Villa, Kings County Registrar of Voters gave an update on the Presidential election and stated that 7,500 ballots have been returned already. He also gave an update on AB3184 regarding Cure Letters and explained the process required and deadlines.

Supervisor Neves asked if the deadline for December 1, 2024 on the AB 3184 request falls on a Sunday does it roll to Monday, December 2, 2024.

Lupe Villa stated that the deadline of December 1, 2024 is the final date.

Mike Cosenza, CLOCEA Union representative, stated that the Koff study and implementation of the study has been flawed and there are bargaining problems. He stated that there is fear of retaliation amongst the employees as well as feeling of under appreciation and stated that not everyone is happy that they settled their union contracts. He stated that the holiday closure is used as part of the bargaining discussions and that the employees who pay into the health insurance plan received a 13.7% increase while all the middle and upper management employees don't have to pay for their insurance.

Supervisor Valle asked Mr. Cosenza if the holiday closure was discussed at the negotiation table and if he was willing to state that on record.

Mr. Cosenza stated on the record that the holiday closure has been discussed at the table to settle contracts and the County can take it back and their last offer.

Charlie Flores, Chief District Attorney Investigator, thanked the District Attorney and the Board for the recognition he received and for the employees as well as the support of the office and their staff.



IV. APPROVAL OF MINUTES

- A.** Report out of Closed Session from the regular meeting for October 15, 2024.
REPORT OUT: Diane Freeman, County Counsel stated that the Board took no reportable action in closed session at their October 15, 2024 meeting.
- B.** Report out of Closed Session from the special meeting for October 15, 2024.
REPORT OUT: Diane Freeman, County Counsel stated that the Board took no reportable action in closed session at their special meeting October 8, 2024 meeting.
- C.** Approval of the minutes from the regular meeting for October 15, 2024.
ACTION: APPROVED AS PRESENTED (RR, RF, JN, RV, DV-Aye)
- D.** Approval of the minutes from the special meeting for October 15, 2024.
ACTION: APPROVED AS PRESENTED (RR, RF, JN, RV, DV-Aye)

V. CONSENT CALENDAR

- A. Human Services Agency:**
1. Consider approving the Agreement with the California Department of Social Services for the provision of legal services for the Resource Family Approval program retroactively effective from July 1, 2024 through June 30, 2027. **[AGMT 24-198]**
- B. Public Health Department:**
1. Consider authorizing the advanced step hire of Alyssa Ayala as an Office Assistant II at Salary Range 164.0, Step 5.
- C. Public Works Department:**
1. Consider approving the notice of award to Statewide Traffic Safety and Signs, Inc., dba AWP Safety for the Kings County Roadway Safety Sign Audit Project.
- D. Administration:**
1. Consider adopting a Resolution approving the financing and the issuance of up to \$485,000,000 in qualified 501(c)(3) bonds for a rental senior living facility by the California Public Finance Authority for P3 Irvine SL Holdings, LLC. **[RESO 24-069]**
- ACTION: APPROVED AS PRESENTED (RF, JN, RV, RR, DV-Aye)**

VI. REGULAR CALENDAR

- A. Probation Department – Leonard Bakker/Kimberly Rankin**
1. Consider approving the Agreement with Champions Recovery Alternative Programs, Inc., to provide six residential beds available to the Kings County Probation Department for outpatient substance abuse disorder treatment retroactively effective from July 1, 2024 through June 30, 2025. **[AGMT 24-199]**
- ACTION: APPROVED AS PRESENTED (RF, JN, RV, RR, DV-Aye)**
- B. Public Works Department – Dominic Tyburski/Mel Laningham**
1. a. Consider approving the purchase of fifteen Dodge Durangos and one Chevrolet Passenger Van using Sourcewell purchasing consortium and local bids;
 - b. Authorize the Purchasing Manager to approve the purchase order for the 16 vehicles;
 - c. Adopt the budget change. **(4/5 vote required)**
- ACTION: APPROVED AS PRESENTED (RF, JN, RV, RR, DV-Aye)**

VII. STUDY SESSION

- A. Behavioral Health Department – Lisa Lewis/Christi Lupkes**
1. Receive an overview of the Bond Behavioral Health Continuum Infrastructure Program.
The Board received an update, and no reportable action was taken.



VIII. BOARD MEMBER ANNOUNCEMENTS OR REPORTS

On their own initiative, Board Members may make a brief announcement or a brief report on their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda (Govt. Code Section 54954.2a).

Supervisor Neves stated that he attended the Pink Passion luncheon, attended Dwayne Cooper's retirement luncheon, attended the CalViva Health meeting, attended the Lemoore Chamber mixer at the Sarah Mooney Museum, attended the Stanford University Solar project tour, attended the Homelessness Collaborative meeting and stated the National Future Farmers of America Convention is being held in Virginia and two grand daughters are attending. He stated that two former Kings County employees recently passed, Frank Gallegos and Bill Willard.

Supervisor Fagundes stated that he attended the Kings River Hardwick Calico Art Festival, attended Dwayne Cooper's retirement luncheon, attended Hanford Elks Lodge events, attended a Portuguese celebration event and attended his granddaughters ball games.

Supervisor Valle asked Dominic Tyburski, Public Works Director, to give an update on the Highway 41 pathway project in Kettleman City. Dominic stated that the project was awarded by an ETP grant and was designed to be a six-foot pathway and additional crosswalk flashing beacons. He stated that there was a design issue with the pre-warning beacons, and they will be continually flashing and not just when engaged. He also discussed the first stages of the Pedestrian Bridge project and the discussions and proposals for art or wording on the bridge. Supervisor Valle stated that due to cancelled meetings in November and Operation Gobble along with vacation plans he won't be at meetings until the second week of December.

Supervisor Verboon stated that he has been advised that the Houston Bridge project has been awarded and will be prioritized to the top of the list by the end of the year.

Dominic Tyburski, Public Works Director stated that during the floods of 2023 that was that the only bridge Kings County lost and the cost to replace is estimated at \$5-7 million and a long process of paperwork to get completed. He thanked Supervisor Verboon for the update.

Supervisor Robinson stated that he attended Supervisor Verboon's fifteen minutes of fame luncheon, attended a camp out with his sons Cadet group, attended his sons' football game where they won and attended the Hanford Christian School Harvest benefit event.

- ◆ **Board Correspondence: Kyria Martinez stated the Board received a HazMat Report dated October 11, 2024 from the Department of California Highway Patrol regarding an incident that occurred on State Route 43 and Fargo Avenue. The Board received various reports including the Monthly Fund Balance Report, the Treasurer's Report of Cash and Investments, both for August 2024, and the Investment Pool Portfolio Management Portfolio Summaries for both July and August 2024 from the Kings County Department of Finance. The Board received correspondence dated October 18, 2024 from Valley Voices regarding hosting the Avenal Candidate Forum on October 24, 2024. The Board received correspondence dated October 10, 2024 from Southern California Edison regarding the Notice of Filing for Authority to Recover Costs related to the 2018 Woolsey Fire.**



- ◆ Upcoming Events: **Kyria Martinez stated that Behavioral Health will host its Veteran’s Support Group, tonight Tuesday, October 22ND from 5:30 p.m.- 7:30 p.m. at the Veterans Memorial Hall in Hanford. Kings County Fire Department will host the Public Safety event this Thursday, October 24th at Kettleman City Park from 5:00 p.m.- 7:00 p.m. There will be free resources, raffle prizes, and food & beverages for the whole family. Kings County Library will host its Fall Book Sale this Saturday, October 26, 2024 at the Hanford Library from 10:00 a.m. to 2:00 p.m. Kings County will host its Annual Employee Halloween competitions on Thursday, October 31, 2024. Judging for the Office Decorating Contest will take place at 9:00 a.m. and the costume party contest will begin at 1:30 p.m. in the Administration Multi-Purpose Room. If you or your office plan on competing for any of these events, you will need to complete and submit an entry form by this Thursday, October 24, 2024. Kings County Behavioral Health will be hosting a Community Meeting next Tuesday, October 29, 2024, from 5:30 p.m.- 7:00 p.m. at 1222 W. Lacey Blvd. Hanford, CA 93230. This event invites the community to share feedback and learn more about a proposed project to renovate the Kings County Public Health buildings at 330 Campus Drive in Hanford. Kings County will be hosting the South Valley Battle of the Badges Blood Drive on November 5th to 7th from 9:00 a.m. – 1:00 p.m. each day.**
- ◆ Information on Future Agenda Items: **Kyria Martinez stated that the following items would be on a future agenda: Administration - ARPA Allocations and Update; Agreement with Cooperative Personnel Services for Executive Leadership Development Training; and three separate Claims for Damages; County Counsel- 2024 Update of Conflict of Interest Code For County Departments; Conflict of Interest Code Amendment for Excelsior-Kings River Resource Conservation District Conflict of Interest Code Amendment for Kings County Children and Families Commission; and Advanced Step Hire for Deputy County Counsel 4; Department of Finance -Amendment Agreement with Witt O'Brien, LLC for Post Disaster Recovery Management Services; Public Health Department - Breast Cancer Awareness Month Proclamation; Human Resources Department - County Service Awards Presentation; Human Services Agency - Medi-CAL Privacy and Security Agreement; Public Works Department - upgrade of FASTER Winn to FASTER Web and Fleet Vehicles 2024-25.**

IX. CLOSED SESSION

- ◆ **Conference with Labor Negotiator: [Govt. Code Section 54957.6]**
Negotiators: Kyria Martinez, Carolyn Leist, Che Johnson of Liebert Cassidy Whitmore
 - General Unit - CLOCEA
 - Supervisor’s Unit - CLOCEA
 - Blue Collar - SEIU
 - Detention Deputy’s Association
 - Firefighter’s Association
 - Deputy Sheriff’s Association
 - Probation Officer’s Association
 - Prosecutor’s Association
 - Unrepresented Management
- ◆ **Personnel Exemption: 1 Case [Govt. Code Section 54957]**
Public Employee Appointment – Fire Chief
- ◆ **Significant exposure to litigation: (2 Cases)**
[Govt. Code Section 54956.9 (d)(2)(e)(1)]



X. ADJOURNMENT

The next regularly scheduled meeting will be held on October 29, 2024 at 9:00 a.m.

XI. 11:00 AM CALIFORNIA PUBLIC FINANCE AUTHORITY REGULAR MEETING

XII. 11:00 AM IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY REGULAR MEETING

FUTURE MEETINGS AND EVENTS

October 29	9:00 AM	Regular Meeting
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October 31	1:30 PM	County Office Halloween Costume Party Contest Judging
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COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: County Counsel – Diane Freeman/Cindy Crose Kliever
SUBJECT: 2024 UPDATE OF CONFLICT OF INTEREST CODE FOR COUNTY DEPARTMENTS

SUMMARY:

Overview:

The Political Reform Act (Government Code sections 81000 *et seq.*) requires the County of Kings to update its Conflict of Interest Code every other year. The code needs revision for the 2024 biennial review.

Recommendation:

Adopt a revised Conflict of Interest Code for County Departments for 2024.

Fiscal Impact:

None.

BACKGROUND:

The Political Reform Act (Government Code sections 81000 *et seq.*) (the “Act”) requires each state and local government agency to adopt and promulgate a Conflict of Interest Code. Under the Act, a public official has a disqualifying Conflict of Interest in a governmental decision if it is foreseeable that the decision will have a financial impact on his or her personal finances or other financial interests. In such cases, there is a risk of biased decision-making that could sacrifice the public’s interest in favor of the official’s private financial interests. To avoid actual bias or the appearance of possible improprieties, the public official is prohibited from participating in the decision. The Conflict of Interest Codes sets forth the officials and employees that must file annual financial disclosures and the categories of the disclosures must cover based on the level of responsibility of the officials and employees.

(Cont’d)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

2024 UPDATE OF CONFLICT OF INTEREST CODE FOR COUNTY DEPARTMENTS

October 29, 2024

Page 2 of 2

In 2020, the County of Kings adopted an updated code compliant with the Fair Political Practices Commission's model Conflict of Interest Code. The code was updated to improve readability as part of the 2004 biennial review. The Conflict of Interest Code was also updated for the following departments with new or changed job titles for designated reporting positions: Assessor/Clerk-Recorder, Behavioral Health, Community Development Agency, District Attorney's Office Human Services Agency, Probation Department, and the Sheriff's Office. The Kings County Children and Families Commission ("First 5") was removed, because it promulgated a Conflict of Interest Code as a separate public entity.

County of Kings Conflict of Interest Code

I. Introduction

California law requires that County officials and employees not have conflicts of interest with the County. A conflict exists when an official or employee makes or participates in making decisions on behalf of the County that can result in their financial benefit or the financial benefit of an immediate family member.¹ To ensure that these conflicts do not occur, officials and employees must complete and file paperwork disclosing their financial interests depending on the types of decisions they can make or participate in making. This paperwork is a public document intended to alert others, including members of the public, of potential conflicts of interest.

II. Authority

The Political Reform Act (Government Code sections 81000 *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations section 18730) that contains the terms of a standard conflict of interest code, which may be incorporated by reference and adopted as an agency's code.

III. Adoption of the Code

Title 2, California Code of Regulations section 18730 and its amendments as duly adopted by the Fair Political Practices Commission, incorporated herein by this reference as though fully set forth, and the exhibit attached hereto are hereby adopted as the County of Kings Conflict of Interest Code.

IV. Individuals Required to Disclose

The requirement to disclose financial interests comes from this Code.

Government Officials: Government Code section 87200 requires the following individuals to disclose their interests that may conflict with the County's interests: members of the Board of Supervisors, District Attorneys, County Counsels, County Treasurers, and Chief Administrative Officers of counties, other public officials who manage public investments, and candidates for any of these offices at any election.

Designated Employees: This Code requires disclosure of conflicting interests from employees who make or participate in making decisions that may foreseeably have a material effect on the County's financial interests.

Disclosure Categories²

County officials and employees are required to disclose their financial interests³ in accordance with

¹ A financial interest refers to the individual's own personal finances and those of a member of his or her immediate family. (2 California Code of Regulations section 18700, subdivision (c)(6).)

² These categories are taken from the California Fair Political Practices Commission's model disclosure categories, January 2003 revision.

³ There are exceptions to the disclosure rules. For example, a primary residence is not an interest in real property that

their authority to make or participate in making financial decisions on behalf of the County. Each level of authority within the County is given a disclosure category as follows:

Disclosure Category 1 – Full Disclosure

Persons in this category shall disclose:

All interests in real property in the County of Kings, investments, business positions, and sources of income, including gifts, loans and travel payments (not from the County).

Disclosure Category 2 – Agency/Department Supervisors

Persons in this category shall disclose:

All investments, business positions and income, including gifts, loans and travel payments, from sources that provide, plan to provide, or have provided in the last two years, leased facilities, goods, software, hardware, or related technology, equipment, vehicles, machinery, or services, including training or consulting services, of the type utilized by the agency/department.

Employees should check the list of vendors for their agency/department for the last two years and report any income from, business positions with, or investments in these vendors.

Disclosure Category 3 – Authority to Negotiate Contracts

Persons in this category shall disclose:

All investments, business positions and income, including gifts, loans, and travel payments, from sources that provide, plan to provide, or have provided in the last two years, leased facilities, goods, software, hardware, or related technology, equipment, vehicles, machinery or services, including training, rehabilitative, educational consulting services, of the type utilized by the employee's agency/department.

Employees should check the list of vendors for their agency/department for the last two years and report any income from, business positions with, or investments in these vendors.

Disclosure Category 4 – Authority to Permit/License

Persons in this category shall disclose:

All investments, business positions, and income, including gifts, loans, and travel payments, from sources that are subject to the regulatory, permitting, or licensing authority of, or have an application for a license or permit pending before, the agency/department.

Employees should check the list of individuals and entities who have licenses/permits or applied for licenses/permits from their agency/department for the last two years and report any income from,

should be disclosed. The instructions that accompany Form 700 should always be consulted before completing the form.

business positions with, or investments in these individuals and entities.

Disclosure Category 5 – Grant Providers⁴/Service Providers

Persons in this category shall disclose:

All investments, business positions, and income, including gifts, loans, and travel payments, or income from a nonprofit organization, from sources that are of the type to receive grants or other monies from or through the agency/department.

Employees should check the list of grantees and applicants for grants for their agency/department for the last two years and report any income from, business positions with, or investments in these grantees and applicants.

Disclosure Category 6 – Grand Jury Members

Persons in this category shall disclose:

All interests in real property in the County of Kings;

All business positions and income, including gifts, loans, and travel payments, from employees or officers of the County of Kings or any city, special district, joint powers authority, or special purpose assessing or taxing district located wholly or partly within the County of Kings; and

All investments, business positions, and income, including gifts, loans and travel payments, from sources that provide, plan to provide or have provided in the last two years, leased facilities, goods, software, hardware, or related technology, equipment, vehicles, machinery, or services, including training or consulting services, of the type utilized by the County of Kings, or any city, special district, joint powers authority or special purpose assessing or taxing district located wholly or partly within the County of Kings.

Disclosure Category 7 – Consultants

Persons in this category shall disclose⁵:

All interests in real property in the County of Kings, investments, business positions, and sources of income, including gifts, loans, and travel payments.

A Consultant is an individual under contract with the County, agency, or department, and who: makes a governmental decision whether to:

Approve a rate, rule, or regulation;

⁴ These employees make or participate in making decisions to grant money to non-County agencies, businesses, or other entities.

⁵ Consultants are required to disclose on Form 805 available from the Clerk to the Board or online at www.fppc.ca.gov.

Adopt or enforce a law;

Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement;

Authorize the agency/department to enter into, modify, or renew a contract;

Grant agency/department approval to a contract or the specifications for such a contract;

Grant agency/department approval to a plan, design, report, study, or similar item;

Adopt or grant agency approval of policies, standards, or guidelines for the agency, or any subdivision thereof; or

Serves in a staff capacity with the agency/department and in that capacity participates in making a governmental decision or performs the same or substantially all the same duties for the agency/department that would otherwise be performed by an individual holding a position specified in the County of Kings Conflict of Interest Code.⁶

V. What to File

All County officials and employees who fall within a disclosure category as specified in Exhibit A are required to disclose financial interests by completing the Statements of Economic Interest form and its schedules (collectively, Form 700). Form 700 must be completed and filed within thirty days of taking a position with the County, within thirty days of leaving the position, and annually while holding the position. These forms are available at the Clerk to the Board's office or online at www.fppc.ca.gov.

For newly-created positions that are not listed in Exhibit A, County Counsel will complete and file Form 804 to assign a disclosure category to that position until this Code can be amended.

VI. Where to File

For elected positions, Board of Supervisor appointed positions, and all agency/department heads, the completed Form 700 is filed with the County of Kings Clerk to the Board. All other employees file the completed Form 700 with their agency/department head.

All Forms are to be retained in compliance with County of Kings Policy 3-7 Conflict of Interest Codes.

VII. Penalties for Failing to File

The County official or employee who files late may be referred to the Fair Political Practices Commission's Enforcement Division (and, in some cases, to the Attorney General or District Attorney) for investigation and possible prosecution. In addition to the late filing penalties, a fine of up to \$5,000 per violation may be imposed on the County official or employee.

⁶ California Code of Regulations section 18701, subdivision (a)(2).

VIX. Sources of Information

Anyone with questions regarding this Code should contact the County Counsel's Office. Additional information is also available at: www.fppc.ca.gov or 1-866-ASK-FPPC (1-866-275- 3772).

Exhibit A
Revised October 29, 2024

Administration:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
County Administrative Officer	GC § 87200
Assistant County Administrative Officer	1
Deputy County Administrative Officer	1
Administrative Analyst I, II, III	1
Attorney I, II, III, IV (Child Advocacy)	1
Supervising Attorney (Child Advocacy)	1
Risk Manager	3
Risk Analyst I, II	3
Risk Technician I, II	3
Consultant	7

Agricultural Commissioner-Sealer:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Agricultural Commissioner-Sealer of Weights & Measures	1
Deputy Agricultural Commissioner-Sealer	1
Ag & Standards Inspector I, II, III	3&4
Consultant	7

Assessor/Clerk-Recorder:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Elected Assessor/Clerk-Recorder	GC § 87200
Auditor-Accountant	1
Chief Appraiser	1
Senior Appraiser	1
Appraiser I, II, III	1
Auditor-Appraiser I, II, III	1
Assessment Specialist I, II, III	1
Clerk-Recorder Manager	2

Assistant Assessor/Clerk-Recorder	1
Consultant	7

Behavioral Health:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Behavioral Health Director	1
Deputy Director Behavioral Health	1
Behavioral Health Program Manager	3 & 5
Quality Assurance Manager	1
Fiscal Analyst I, II, III	1
Clinical Program Manager	3 & 5
Consultant	7

Child Support Services

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Director of Child Support Services	1
Assistant Director of Child Support Services	1
Executive Secretary	2
Supervising Attorney – Child Support	1
Child Support Attorney I, II, III, IV	1
Child Support Program Manager	2, 3 & 5
Consultant	7

Community Development Agency:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Director of Community Development	1
Deputy Planning Director	1
Senior Planner	4
Planner I, II, III	4
Deputy Director/Building Official	1
Building Inspector I, II, III, IV	4
Permit Technician II, III	4
GIS Specialist I, II	3

Planner IV	4
Consultant	7

County Counsel:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
County Counsel	GC § 87200
Assistant County Counsel	1
Deputy County Counsel I, II, III, IV	1
Consultant	7

District Attorney:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
District Attorney	GC § 87200
Assistant District Attorney	1
Managing District Attorney	1
Deputy District Attorney I, II, III, IV	1
Chief DA Investigator	3
Assistant Chief DA Investigator	3
Fiscal Analyst I, II, III	3
Senior Deputy District Attorney	3
Supervising Deputy District Attorney	1
Consultant	7

Elections

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Registrar of Voters	1
Election Manager	2
Elections Supervisor	2
Consultant	7

Finance

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Director of Finance	GC § 87200

Assistant Director of Finance-Treasury	GC § 87200
Assistant Director of Finance-Accounting	3
Treasury Manager	GC § 87200
Property Tax Manager	1
Payroll Manager	2
Consultant	7

Fire:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
County Fire Chief	1
Assistant Fire Chief	1
Battalion Chief, Fire Marshal	2
Battalion Chief, Training	2
Battalion Chief, Operations	2
Emergency Services Coordinator	3
Fiscal Specialist I, II, III	3
Consultant	7

Grand Jury:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Grand Jury Member	6
Consultant	7

Human Resources:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Human Resources Director	1
Principal Personnel Analyst	2
Personnel Analyst I, II, III	2
Consultant	7

Human Services AgencyDesignated Position:Disclosure
Category:

Director of Human Services Agency	1
Deputy Director, Human Services	1
Assistant Director, Human Services	1
Social Services Program Manager	2
Staff Support Manager	2
Fiscal Analyst I, II	3
Program Manager, Human Services	2
Program Specialist	3
Consultant	7

Information Technology:Designated Position:Disclosure
Category:

Chief Information Officer	1
Information Technology Manager	2
Purchasing Manager	2
Purchasing Assistant	3
Fiscal Analyst I, II, III	3
Principal Information Technology Analyst	3
IT Security and Compliance Administrator	3
Central Services Supervisor	2
Consultant	7

Job Training Office:Designated Position:Disclosure
Category:

Economic and Workforce Development Director	1
Deputy Director, Economic & Workforce Development	1
Economic Development Manager	2
Fiscal Analyst I, II, III	3&5
JTO Program Manager	3&5
Consultant	7

Kings County Child Abuse Prevention Coordinating Council (CAPCC):

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Council Member	1
Staff	3
Consultant	7

Kings County In-Home Supportive Services Public Authority:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Executive Director	1
Consultant	7

Kings County Law Library Board of Trustees:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Board Member	1
Law Librarian	1
Consultant	7

Countywide Oversight Board:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Board Member	1
Consultant	7

Library:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Library Director	1
Library Manager	1
Consultant	7

Local Area Formation Commission

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Commission Member	1
Executive Officer	1

Staff	1
Consultant	7

Probation:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Chief Probation Officer	1
Deputy Chief Probation Officer	1
Fiscal Analyst I, II, III	3
Probation Division Manager	2
Juvenile Services Manager	3
Consultant	7

Public Guardian/Veterans' Service:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Public Guardian/Veterans' Service Officer	1
Deputy Public Guardian/Veterans' Service Officer	1
Consultant	7

Public Health:

<u>Designated Position:</u>	<u>Disclosure Category:</u>
Director of Public Health Services	1
Assistant Health Director	1
Environmental Health Division Manager	1
Nursing Division Manager	1
Program Manager, Public Health	1
Public Health Laboratory Director	2
Supervising Environmental Health Officer	4
Environmental Health Officer I, II, III	4
Fiscal Analyst I, II, III	3
County Health Officer	1
Nutrition Services Manager	
Consultant	7

Public Works:Designated Position:Disclosure
Category:

Director of Public Works/Roads Commissioner	1
Chief Engineer	2&4
County Surveyor	1
Engineer I, II, III	3&4
Engineering Technician I, II, III	4
Fiscal Analyst I, II, III	3
Building Maintenance Superintendent	3
Fleet Manager	3
Supervising Central Plant Specialist	2
Building Maintenance Supervisor	2
Road Superintendent	2
Parks and Grounds Supervisor	2
Roads Supervisor	2
Facilities Manager	2
Consultant	7

Sheriff:Designated Position:Disclosure
Category:

Sheriff	1
Undersheriff	1
Assistant Sheriff	1
Commander	2
Lieutenant	2
Sheriff's Records Manager	2
Secretary to the Sheriff	2
Fiscal Manager	3
Food Services Manager	2
Animal Services Manager	2
Consultant	7



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: County Counsel – Diane Freeman/Cindy Crose Kliever

SUBJECT: CONFLICT OF INTEREST CODE AMENDMENT FOR EXCELSIOR-KINGS
RIVER RESOURCE CONSERVATION DISTRICT

SUMMARY:

Overview:

The Excelsior-Kings River Resource Conservation District (the “District”) amended its existing Conflict of Interest Code and requests the approval of the Board of Supervisors (the “Board”), as its code reviewing body to become effective.

Recommendation:

Approve the Conflict of Interest Code Amendment for the Excelsior-Kings River Resource Conservation District.

Fiscal Impact:

None.

BACKGROUND:

The Political Reform Act (Government Code sections 81000 *et seq.*) (the “Act”) requires each state and local government agency to adopt and promulgate a Conflict of Interest Code. Under the Act, a public official has a disqualifying Conflict of Interest in a governmental decision if it is foreseeable that the decision will have a financial impact on his or her personal finances or other financial interests. In such cases, there is a risk of biased decision-making that could sacrifice the public’s interest in favor of the official’s private financial interests. To avoid actual bias or the appearance of possible improprieties, the public official is prohibited from participating in the decision. The Conflict of Interest Code sets forth the officials and employees that must file annual financial disclosures and the categories of disclosures based on the level of responsibility of the officials and employees.

(Cont’d)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

CONFLICT OF INTEREST CODE AMENDMENT FOR EXCELSIOR-KINGS RIVER RESOURCE CONSERVATION DISTRICT

October 29, 2024

Page 2 of 2

Pursuant to Government Code § 87303, a Conflict of Interest Code must be approved by the appropriate code reviewing body before it can become effective. As the District is a local government agency with jurisdiction wholly within the County, the Board is the District's code reviewing body. (See Government Code § 82011(b).) As such, the Board must approve the District's Conflict of Interest Code before it can become effective. Toward that end, the District has submitted its proposed Conflict of Interest Code for the Board's review and approval.

CONFLICT-OF-INTEREST CODE
Excelsior-Kings River Resource Conservation District

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Section 18730) that contains the terms of a standard conflict-of-interest code and may be incorporated by reference in an agency's code. After public notice and hearing, the standard code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices designating positions and establishing disclosure requirements shall constitute the conflict-of-interest code of the Excelsior-Kings River Resource Conservation District.

The Form 700s for designated positions, other than the members of the District's Board Members and General Manager, shall be filed with the District. The District's Board Members and General Manager are to file their original Form 700s with the district, the district will submit original forms to the County Clerk of the Board. The District shall retain a copy of filed Form 700s with waivers and the original Form 700s of designated positions and shall make the Form 700s available for public review, inspection, and reproduction. (Gove. Code section 81008.)

The provisions of all Conflict-of-Interest Codes and amendments thereto previously adopted by the District are hereby suspended.

APPENDIX A

Public Officials Who Manage Public Investments

It has been determined that the positions listed below manage public investments and will file a statement of economic interests pursuant to Government Code Section 87200. These positions are listed for informational purposes only:

- None

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their positions has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Government Code Section 87200.

DESIGNATED POSITIONS

<u>Designated Positions</u>	<u>Disclosure Categories</u>
• Board Members	1
• General Manager	1
• Consultants/New Positions	*

*Consultants/New Positions are included in the list of designated positions and shall be disclosed pursuant to the disclosure requirements in this code subject to the following information:

The General Manager may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and based upon that description a statement of the extent of disclosure requirements. The General Manager’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Sec. 81008.)

APPENDIX B

DISCLOSURE CATEGORIES

Individuals holding designated positions must report their interests according to their assigned disclosure category(ies).

Disclosure Category 1

Interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the agency; and investments and business positions in business entities, and income, including loans, gifts, and travel payments, from all sources.

Disclosure Category 2

Interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Disclosure Category 3

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the agency.

Disclosure Category 4

Investments and business positions in business entities, and income, including loans gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the designated position's division or department.

Disclosure Category 5

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that filed a claim against the agency during the previous two years, or have a claim pending.

Disclosure Category 6

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources of the type to request an entitlement to use agency property or facilities, including, but not limited to:

- A license
- Utility permit
- Station vendor permit



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: County Counsel – Diane Freeman/Cindy Crose Kliever

SUBJECT: CONFLICT OF INTEREST CODE AMENDMENT FOR KINGS COUNTY CHILDREN AND FAMILIES COMMISSION

SUMMARY:

Overview:

The Kings County Children and Families Commission (the “Commission”) amended its existing Conflict of Interest Code and requests the approval of the Board of Supervisors (the “Board”) as its code reviewing body to become effective.

Recommendation:

Approve the Conflict of Interest Code Amendment for the Kings County Children and Families Commission.

Fiscal Impact:

None.

BACKGROUND:

Political Reform Act (Government Code sections 81000 *et seq.*) (the “Act”) requires each state and local government agency to adopt and promulgate a Conflict of Interest Code. Under the Act, a public official has a disqualifying Conflict of Interest in a governmental decision if it is foreseeable that the decision will have a financial impact on his or her personal finances or other financial interests. In such cases, there is a risk of biased decision-making that could sacrifice the public’s interest in favor of the official’s private financial interests. To avoid actual bias or the appearance of possible improprieties, the public official is prohibited from participating in the decision. The Conflict of Interest Code sets forth the officials and employees that must file annual financial disclosures and the categories of disclosures based on the level of responsibility of the officials and employees.

(Cont’d)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

CONFLICT OF INTEREST CODE AMENDMENT FOR KINGS COUNTY CHILDREN AND FAMILIES COMMISSION

October 29, 2024

Page 2 of 2

Pursuant to Government Code § 87303, a Conflict of Interest code must be approved by the appropriate code reviewing body before it can become effective. As the Commission is a local government agency with jurisdiction wholly within the County, the Board is the Commission's code reviewing body. (See Government Code § 82011(b).) As such, the Board must approve the Commission's Conflict of Interest code before it can become effective. Toward that end, the Commission has submitted its proposed Conflict of Interest code for the Board's review and approval.

**First 5 Kings County
Children & Families Commission**

Conflict of Interest Policy

**Previous Version – 2018-05-09
Revised 08/06/2024 – 2024-08-158**

I. Purpose and Applicability

The statutes establishing the First 5 Children and Families Commissions provide that Commission members should include individuals providing services to children in the community. Kings County is a small rural county with few organizations providing such services. As a result, those entities that are represented on the Commission may be the same entities applying for and deserving of grants from the Commission. Therefore, conflict of interest issues arise from time to time during the Commission’s proceedings.

The Political Reform Act, Government Code Sections 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, 2 Cal. Adm. Code Section 18730, which contains the terms of a standard reference, and which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings. Therefore, the terms of 2 Cal. Adm. Code Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix “A” and Appendix “B” in which officials and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the First 5 Kings County Children and Families Commission.

Conflict of Interest Protocol

The law provides that grants awarded to entities that are represented by a Commissioner are not void as long as certain steps are taken. A well-defined protocol regarding the procedure to be followed when a conflict of interest arises will eliminate uncertainty regarding the legality of these grants. Accordingly, the Commission establishes the following protocol:

- A. The Commissioner that has a conflict of interest with regard to any subject matter before the Commission, shall refrain from addressing that matter, either privately or on the record, with any other Commissioner or staff members. The Commissioner having the conflict shall not discuss the matter with any other Commissioner or staff members prior to or during the meeting at which the matter will be discussed.
 - 1. In order to determine whether a Commissioner has a conflict of interest, they may wish to consult an attorney, ask for an opinion from the Fair Political Practices

Commission or consult County Counsel. It should be noted however that County Counsel represents the Commission, not the individual Commissioners. Accordingly, individual Commissioners do not have a reasonable expectation of confidentiality if they choose to consult with County Counsel about any possible conflicts.

- B. When the Chair announces the agenda item, the Commissioner that has the conflict must declare the conflict, recuse themselves from the deliberations and shall not vote or engage in any discussion on the agenda item as a Commissioner. The Commissioner must declare the conflict and recuse themselves prior to any discussion of the agenda item. The Commissioner having the conflict shall not engage in any sidebar discussions about any topic whatsoever with other Commissioner members after the Chair announces the agenda item.
- C. After recusing themselves from the proceedings but prior to any discussion on the agenda item, the Commissioner shall either (a) exit the room where the meeting is occurring or (b) stay in the room but step down from the podium where the other Commissioners are seated and sit in the audience as a member of the public. If the Commissioner chooses to remain in the meeting room and engage in discussion regarding the agenda item, they must clearly state that any of their comments are made solely and exclusively as an interested member of the public. The Commissioner having the conflict but choosing to remain in the meeting room shall be treated just like any other member of the general public.
- D. If the matter that the Commissioner has a conflict of interest on is being considered in closed session, the Commissioner shall declare the conflict and recuse themselves during open session before the Commission goes into closed session. The conflict and recusal shall be made a part of the public record. The Commissioner having the conflict shall not be present in the closed session or obtain any non-public information regarding the closed session decision.
- E. Employees and staff of the commission will adhere to the Conflict of Interest policy stated in the Kings County Employee Handbook on page 30.

II. Conflict of Interest Disclosure Requirements

Designated employees shall file statements of economic interests with the Commission. Upon receipt of the statements, the secretary to the Commission shall make and retain copies of all statements and forward the original of these statements to the Clerk of the Kings County Board of Supervisors. Copies of Statements for all designated employees will be retained by the Commission.

DESIGNATED EMPLOYEES

<u>Designated Positions</u>	<u>Types of Interest Required to be Disclosed</u>
Commission Member	1
Executive Director/Director of Public Health Services	1
Program Manager	3
Consultants	7

DISCLOSURE CATEGORIES

- Category 1: All investments and sources of income.
- Category 2: All interests in real property.
- Category 3: All investments, interests in real property and sources of income subject to the regulatory, permit or licensing authority of the department.
- Category 4: Investments in business entities and sources of income which engage in land development, construction or the acquisition or sale of real property.
- Category 5: Interest in real property located within 2 miles of any land owned or used by the department.
- Category 6: Investments and business positions in business entities and sources of income of the type which, within the past two years, have contracted with the department to provide services, supplies, materials, machinery, or equipment.
- Category 7: Investments and business positions in business entities and sources of income of the type which, within the past two years, have contracted with the designated employee's department to provide services, supplies, materials, machinery, or equipment.

Revision date: 08/06/2024



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: County Counsel – Diane Freeman

SUBJECT: ADVANCED STEP HIRE FOR DEPUTY COUNTY COUNSEL IV

SUMMARY:

Overview:

County Counsel seeks approval to hire Ameet K. Nagra as a Deputy County Counsel IV, step 5 due to her legal experience.

Recommendation:

Approve the advanced step hire of Ameet K. Nagra as a Deputy County Counsel IV at Range 279.0, Step 5.

Fiscal Impact:

No increase to the County General Fund is anticipated with this action. The advanced step hire for this position will not exceed the budget for Fiscal Year 2024-25.

BACKGROUND:

The appointment of a candidate to an advanced step hire, above the third step within a salary range, requires the approval of the Board (Personnel Rule 13050). Ms. Nagra has been practicing law in the public and private sector for a total of ten years. She has legal experience in various areas of law including civil and employment law. She was employed as a Deputy County Counsel for Tulare County for five years and has been employed as a Deputy District Attorney for Fresno County for two months. Her experience will benefit the County Counsel's Office.

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: Human Services Agency – Wendy Osikafo/Antoinette Gonzales

SUBJECT: MEDI-CAL PRIVACY AND SECURITY AGREEMENT

SUMMARY:

Overview:

The Human Services Agency (HSA) is seeking approval to enter into a state required non-monetary agreement with the California Department of Health Care Services (DHCS) to protect the confidential personal and health information of recipients of California’s Medicaid Program (Medi-Cal) through the conditions set forth in the Medi-Cal Privacy and Security Agreement (PSA).

Recommendation:

- a. Approve the Medi-Cal Privacy and Security Agreement with the California Department of Health Care Services to ensure the security and privacy of Medi-Cal recipients’ confidential personal and health information retroactively effective from September 1, 2024 through September 1, 2028;
- b. Approve the first Amendment to the Medi-Cal Privacy and Security Agreement with the California Department of Health Care Services to modify language retroactively effective from September 1, 2024 through September 1, 2028.

Fiscal Impact:

There is no fiscal impact associated with the approval of the Medi-Cal PSA. The Medi-Cal PSA is a non-monetary agreement that outlines the rules and regulations associated with the handling of confidential health information for Medi-Cal recipients.

BACKGROUND:

In compliance with All County Welfare Directors Letter (ACWDL) No. 24-08, HSA is seeking to enter into the Medi-Cal PSA with DHCS to safeguard the confidential personal and health information of Medi-Cal recipients.

(Cont’d)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

MEDI-CAL PRIVACY AND SECURITY AGREEMENT

October 29, 2024

Page 2 of 3

DHCS receives federal funding to administer Medi-Cal. HSA assists in the administration of Medi-Cal by accessing DHCS eligibility information to determine Medi-Cal eligibility for recipients. DHCS, in response to a mandate from the Federal Social Security Administration, is entering into agreements with each County Welfare Department from September 1, 2024, through September 1, 2028, with the ability to extend the agreement for an additional six months.

The Medi-Cal PSA is a contract between DHCS and Medi-Cal providers that outlines specific requirements for protecting beneficiaries Personally Identifiable Information (PII). This agreement aims to safeguard sensitive information in various systems, including the Medi-Cal Eligibility Data System (MEDS), California Statewide Automated Welfare System (CalSAWS), Income and Eligibility Verification System (IEVS), and other sources that process and/or store PII. DHCS incorporated the Health Insurance Portability and Accountability Act (HIPAA), the Confidentiality of Medical Information Act (CMIA) and Electronic Health Records (EHRs) regulations and security guidelines within the PSA. The PSA also governs behaviors related to the physical location of PII, safeguards for electronic storage, access to PII and training requirements for employees who handle PII.

The amendment to the PSA incorporates DHCS's HIPAA Business Associate Addendum. Section XII was added to the PSA to ensure compliance with the HIPAA Business Associate Addendum. Additionally, the definitions section of the PSA was amended to expand the first definition "Assist in the administration of the Medi-Cal program" to include "providing services for beneficiaries," as authorized by Welfare and Institutions Code, Section 431.300. The original agreement and its amendment are provided separately to distinguish the fundamental terms from any necessary subsequent changes. This clear separation enhances transparency and simplifies the ability to better identify the original agreement from modifications included in the amendment.

To ensure compliance, a Security Compliance Review will be conducted for counties against the new agreement controls, and the results will be documented in a Plan of Action and Milestones (POA&M). This plan will help counties identify funding needs to address any security gaps. A failure to comply with these requirements may result in termination of the Medi-Cal provider agreement and fines and penalties for non-compliance with federal and state laws, including HIPAA and CMIA.

The PSA contains four exhibits:

Exhibit A: It contains the current versions of the Computer Matching and Privacy Protection Act Agreement (CMPPA), the Information Exchange Agreement (IEA), and the Electronic Information Exchange Security Requirements and Procedures for State and Local Agencies Exchanging Electronic Information with Social Security Administration, also known as the Technical Systems Security Requirements or TSSR.

Exhibit B: This is the Computer Matching Agreement (CMA) between the Department of Homeland Security, United States Citizenship and Immigration Services, and DHCS.

Exhibit C: The Statewide Information Management Manual, SIMM-5300, encompasses the standards and guidelines for privacy controls.

Exhibit D: The 2024 Medi-Cal PSA-DHCS HIPAA Business Associate Addendum (BAA).

Agenda Item

MEDI-CAL PRIVACY AND SECURITY AGREEMENT

October 29, 2024

Page 3 of 3

Per ACWDL No. 24-08, Exhibits A and C contain highly sensitive and confidential information. Disclosure of Exhibit A is limited to the relevant parties responsible for decision-making to protect Personally Identifiable Information (PII). These documents are not for public disclosure and are not to be published on any publicly accessible website. The exhibits are available for review if the Board desires.

HSA has entered into and abided by the conditions of the Medi-Cal PSA for multiple years. The last PSA's original expiration date was March 1, 2023. DHCS extended the agreement to March 1, 2024. DHCS extended the agreement one last time for an additional six months to September 1, 2024. DHCS provided HSA with the new PSA on June 18, 2024. The new PSA and attachments were vetted through HSA, the Information and Technology (IT) Department, and County Counsel to ensure that the agreement requirements are met and will continue to be met throughout the PSA's term. This vetting process was completed by September 12, 2024, hence the request for the Board to approve the agreement retroactively.

The Medi-Cal PSA has been reviewed and approved by County Counsel as to form, and Risk.

THE ATTACHMENT IS ON FILE WITH THE CLERK OF THE BOARD AND CAN BE LOCATED ON OUR WEBSITE AT:

<https://www.countyofkingsca.gov/departments/board-of-supervisors/calendar-agenda-and-action-summary>



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: Public Works Department – Dominic Tyburski/Mel Laningham

SUBJECT: UPGRADE OF FASTER WINN TO FASTER WEB

SUMMARY:

Overview:

The current FASTER Winn fleet asset management system is a comprehensive suite of software that provides integrated support of all assets and operations associated with managing a fleet. FASTER Winn is a server-based system and will no longer be supported by August 2025. This upgrade will move the current system to a cloud-based system, FASTER Web.

Recommendation:

- a. Approve the agreement with FASTER Asset Solutions for the upgrade of the fleet asset management software known as FASTER Web effective from October 29, 2024 through October, 28 2029;
- b. Authorize the Purchasing Manager to sign the Purchase Order for the FASTER Asset Solutions agreement;
- c. Adopt a budget change. (4/5 vote required)

Fiscal Impact:

There will be no impact to the County General Fund. The upgrade in the first year will cost a total of \$132,709 and will be paid out of Public Works Fleet Budget Unit 925600. This includes one-time fees of \$108,376 for the upgrade plus the annual fee of \$24,333. The annual fee payment of \$24,333 will be included in the Requested Fleet Budget in Budget Unit 925600 for all subsequent fiscal years starting in Fiscal Year 2025-26. The grand total of the five-year agreement is \$230,041.

BACKGROUND:

The Fleet Division of the Public Works Department has been using FASTER Winn, a server-based asset management system, for the past 20 years. FASTER Winn has provided integrated support for all fleet assets and

(Cont'd)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

UPGRADE OF FASTER WINN TO FASTER WEB

October 29, 2024

Page 2 of 2

operations associated with managing a fleet as well as Motorpool functionality for participating departments of the County. The vendor, FASTER Asset Solutions, announced the sunset of FASTER Winn to be August 2025 with no support for the server-based system effective immediately. The FASTER Web asset management software agreement includes the software, cloud solution, professional services for data conversion, transition, implementation, training support, and maintenance of the software.

Guided by the Purchasing Department and with assistance from the Information Technology Department, the Fleet Division explored two alternative software systems, Fleetio.com and Samsara. The alternative software systems did not offer the same level of capability and flexibility as FASTER Webb. The decision to continue forward with FASTER Web was based on two major factors: 1) the ease with data conversion, migration, and staff training and 2) FASTER Web includes two modules that the alternative systems do not have: Motorpool and Fuel Master, both of which is needed and would require purchasing multiple systems to meet the current needs of fleet management.

The implementation of FASTER Web is expected to take approximately four months to complete. The first phase will involve converting and transferring all historical data from FASTER Winn to FASTER Web. The second phase will focus on testing, verifying, and confirming the transferred information. During this time, FASTER Winn will remain the system of record, and staff training will take place. Once the information is confirmed to be accurate, the remaining data will be transferred over in the third phase. The fourth phase will mark the "Go Live" for FASTER Web and the discontinuation of FASTER Winn.

The Purchasing Department provided guidance and direction regarding the exploration of alternative systems. The Information Technology Department has reviewed the agreement and approved the software requirements and security of the FASTER Web system.

The agreement has been reviewed and approved to form by County Counsel and Risk.

THE ATTACHMENT IS ON FILE WITH THE CLERK OF THE BOARD AND CAN BE LOCATED ON OUR WEBSITE AT:

<https://www.countyofkingsca.gov/departments/board-of-supervisors/calendar-agenda-and-action-summary>

KINGS COUNTY
OFFICE OF THE AUDITOR-CONTROLLER
BUDGET APPROPRIATION AND TRANSFER FORM

Auditor Use Only
Date
J/E No.
Page of

(A) New Appropriation

Expenditures:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	APPROPRIATION AMOUNT
Fleet ISF	Public Works - Fleet	Computer Software	500100	925600	92036	132,709
TOTAL						132,709

Funding Sources:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	APPROPRIATION AMOUNT
Fleet Fund Balance	Public Works - Fleet	Fund Balance	500100		71009	132,709
TOTAL						132,709

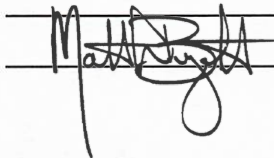
(B) Budget Transfer:

Transfer From:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	Amount to be Transferred Out
TOTAL						0

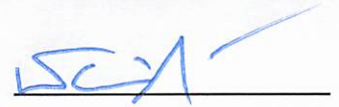
Transfer To:						
FUND NAME	DEPT. NAME	ACCOUNT NAME	FUND NO.	DEPT. NO.	ACCOUNT NO.	Amount to be Transferred In
TOTAL						0

Explanation: (Use additional sheets or expand form for more data entry rows or additional narrative, if needed).

Dept. of Finance Approval



Department Head Approval



Administration Approval

Board Approval

BOS meeting date



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: Public Works Department – Dominic Tyburski/Mel Laningham

SUBJECT: REPLACEMENT FLEET VEHICLE PURCHASE

SUMMARY:

Overview:

The Public Works Fleet Division is requesting the advance purchase of fifteen (15) vehicles through the Fiscal Year 2024-25 Adopted Budget to replace existing vehicles that have met mileage and/or age requirements for replacement.

Recommendation:

- a. Approve the purchase of nine Dodge Durangos, four Chevrolet Silverado trucks, one Ford truck equipped with a CTEC Upfit, and one Chevrolet Passenger van using Sourcewell purchasing consortium and local bids;
- b. Authorize the Purchasing Manager to approve the purchase order for the 15 vehicles.

Fiscal Impact:

There is no fiscal impact to the General Fund as this will be funded through the Fleet Fund. The total cost of this purchase request is \$1,235,000, which is included in the Fiscal Year 2024-25 Adopted Budget, and funding is allocated within the Fleet Fund, Budget Unit 925600.

BACKGROUND:

The Fleet Division plans to purchase 9 sports utility vehicles, 5 trucks, and 1 van to replace 15 similar vehicles that have met replacement requirements due to mileage and/or age. The vehicles are part of the County's Fleet Replacement Plan. These vehicles will be equipped with cost-saving equipment to ensure timely availability. The County has used Sourcewell service for several years as it complies with the County's Purchasing Policy and allows the County to benefit from the state rate for vehicle purchases. In cases where Sourcewell cannot provide quotes for specific vehicles, bids are requested from local dealerships, and the lowest qualified bid is selected.

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: Administration – Kyria Martinez/Gisselle Coyt

SUBJECT: AGREEMENT WITH COOPERATIVE PERSONNEL SERVICES FOR EXECUTIVE LEADERSHIP DEVELOPMENT TRAINING

SUMMARY:

Overview:

The County seeks to enhance the leadership skills of its Department Heads through a tailored two-day Executive Leadership Development Training. This agreement will allow Cooperative Personnel Services (CPS HR Consulting) to support the County’s Department Heads, many of whom are new to their positions, to deliver a comprehensive two-day training in the Spring of 2025.

Recommendation:

Approve the agreement with Cooperative Personnel Services dba CPS HR Consulting to provide a two-day Executive Leadership Development Training to County Department Heads effective October 29, 2024 through October 29, 2025.

Fiscal Impact:

There is no fiscal impact to the County’s General Fund. The amount of this agreement is \$56,665. This request would draw down \$54,231 from the Local Assistance and Tribal Consistency Fund (LATCF) allocation in Budget Unit 111000. The remaining cost of \$2,434 and an additional \$3,566 for a total of \$6,000 will be paid from the County’s American Rescue Plan Act (ARPA) allocation in Budget Unit 110910 for event planning and logistics. Sufficient appropriations were included in the Fiscal Year 2024-2025 Adopted Budget in ARPA and Administration.

BACKGROUND:

The County applied for and received \$100,000 through the United States Treasury for the Local Assistance and Tribal Consistency Fund (LATCF) as part of its ongoing efforts to enhance community engagement and support

(Cont’d)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

AGREEMENT WITH COOPERATIVE PERSONNEL SERVICES FOR EXECUTIVE LEADERSHIP DEVELOPMENT TRAINING

October 29, 2024

Page 2 of 2

for employees. The LATCF was launched by the Treasury for eligible recipients through the American Rescue Plan appropriations, allowing funds to be used for any governmental purpose, except for lobbying activities. As an Eligible Revenue Sharing County Government, the County qualified to receive this funding under the Local Assistance component of the program, recognizing its role as the principal provider of government services for the area within its jurisdiction.

In the past, these funds have been utilized for County-wide events aimed at fostering community and employee morale. Specifically, the County organized events such as a Grizzlies baseball game, a Fresno State football game, and an Adventure Park Night Out event. In each case, the County supplemented the cost of tickets from employees and their families, reducing out of pocket costs to employees, ensuring these events were affordable and accessible.

Given the allowable expenses covered by LATCF, the County has decided to allocate the remainder of these funds toward leadership initiatives to further support its workforce. The County places a high value on professional development and leadership excellence. In response to the need for enhanced leadership capacity among its 22 Department Heads, the County initiated a Request for Proposals (RFP) process to find a suitable provider for an Executive Leadership Development Training.

The goal of the training is to equip Department Heads with critical management and leadership skills, focusing on decision-making, team management, and fostering a positive organizational culture. The training will emphasize the leader's job to communicate strategy, negotiate skillfully, and influence team behaviors to deliver results and create an engaging learning experience, customized to the specific needs of the County's respective departments.

The RFP, issued in 2024, received 35 proposals from qualified training providers. After careful evaluation, CPS HR Consulting was selected for their strong track record in public sector leadership training and their ability to deliver a program that aligns with the County's objectives. The selected training will take place over two days in Spring 2025, ensuring Department Heads receive the tools and knowledge to lead their teams effectively and drive positive outcomes for the County.

This initiative is part of the CAO's broader strategy to ensure continuous improvement and high-quality public service by investing in the professional growth of its executive leadership.

This agreement has been reviewed and approved by County Counsel and risk as to form.

THE ATTACHMENT IS ON FILE WITH THE CLERK OF THE BOARD AND CAN BE LOCATED ON OUR WEBSITE AT:

<https://www.countyofkingsca.gov/departments/board-of-supervisors/calendar-agenda-and-action-summary>



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: Administration – Kyria Martinez/Sarah Poots

SUBJECT: CLAIM FOR DAMAGES FILED BY DORDULIAN LAW GROUP

SUMMARY:

Overview:

Upon receipt of the Claim for Damages, Administration investigated the allegations of the claimant and determined that there is no liability against the County.

Recommendation:

Deny the Claim for Damages filed by Dordulian Law Group on behalf of Stephan Fobbs.

Fiscal Impact:

None.

BACKGROUND:

On September 23, 2024, a Claim for Damages was filed by Dordulian Law Group on behalf of Stephan Fobbs. The claimant claims he was injured in a fall at an apartment complex owned, controlled, or operated by Kings County and the Housing Authority of Kings County. After investigation of the claim, it was determined that the County is not liable and there is no proper charge against the County. Pursuant to Government Code section 912.6, staff recommend the Board find that the claim is without merit and deny the claim.

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: Administration – Kyria Martinez/Sarah Poots
SUBJECT: CLAIM FOR DAMAGES FILED BY CHARLES W. BUNSTINE II

SUMMARY:

Overview:

Upon receipt of the Claim for Damages, Administration investigated the allegations of the claimant and determined that there is no liability against the County.

Recommendation:

Deny the Claim for Damages filed by Charles W. Bunstine II.

Fiscal Impact:

None.

BACKGROUND:

On September 16, 2024, a Claim for Damages was filed by Charles W. Bunstine II. The claimant alleges fraud and discrimination against the California Housing Authority in relation to denied eligibility for affordable housing. After investigation of the claim, it was determined that the County is not liable and there is no proper charge against the County. Pursuant to Government Code section 912.6, staff recommend the Board find that the claim is without merit and deny the claim.

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: Administration – Kyria Martinez/Sarah Poots

SUBJECT: CLAIM FOR DAMAGES FILED BY DULCE JUAREZ ON BEHALF OF YADIRA JUAREZ

SUMMARY:

Overview:

Upon receipt of the Claim for Damages, Administration investigated the allegations of the claimant and determined that there is no liability against the County.

Recommendation:

Deny the Claim for Damages filed by Dulce Juarez on behalf of Yadira Juarez

Fiscal Impact:

None.

BACKGROUND:

On September 4, 2024, a Claim for Damages was filed by Dulce Juarez on behalf of Yadira Juarez. The claimant alleges Yadira Juarez sustained a head injury from a slip and fall in the Pioneer Middle School restroom on March 18, 2024. After investigation of the claim, it was determined that the County is not liable and there is no proper charge against the County. Pursuant to Government Code section 912.6, staff recommend the Board find that the claim is without merit and deny the claim.

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: Department of Finance – Erik Ureña

SUBJECT: POST DISASTER RECOVERY MANAGEMENT SERVICES AMENDMENT

SUMMARY:

Overview:

On December 19, 2023, the Board awarded the Post Disaster Management Services contract to Witt O'Brien's LLC., through the Request for Proposal (RFP) process. Those services required Witt O'Brien's LLC to act as the County's Post Disaster Recovery Manager to provide communication and instruction to various County, Federal Emergency Management Agency ("FEMA"), and California Office of Emergency Service ("CalOES") staff working on an applicable post disaster recovery project. The role of the Post Disaster Recovery Manager has been to coordinate and manage all aspects of post disaster recover activities completion. As the County continues to work through the post disaster recovery process, the situation continues to evolve as changes in reimbursement methodology, delays and roadblocks have presented additional hurdles for the County to overcome, requiring additional assistance of Witt O'Brien's LLC.

Recommendation:

Approve the first amendment with Witt O'Brien's, LLC for Post Disaster Recovery Management Services effective October 29, 2024 through September 30, 2026.

Fiscal Impact:

These additional services will not impact the General Fund as the additional costs will be fully funded through the California Disaster Assistance Act funds that were received from CalOES in fiscal year 2023. Funds for the project have been included in the Fiscal Year 2024-25 Adopted Budget as shown in Budget Unit 110912 – March 2023 Flood. The total additional consultant services total an amount not to exceed of \$485,000, bringing the maximum total of the contract to \$685,000. The amendment to the consultant agreement will not have a change in fee rates, however, it will add an additional position.

(Cont'd)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

POST DISASTER RECOVERY MANAGEMENT SERVICES AMENDMENT

October 29, 2024

Page 2 of 3

BACKGROUND:

As a result of the historic atmospheric river systems impacting California through the winter of 2022-2023, the Governor declared a state of emergency followed shortly by a Presidential Emergency Declaration in March 2023 which triggered a release of federal funds to help communities recover from the severe winter storms, straight-line winds, flooding, landslides, and mudslides.

The County became eligible for reimbursement from FEMA and CalOES for the recovery process. However, FEMA rules and regulations are some of the most strict and complex rules and regulations for any federal funding source. It requires a lot of technical knowledge of these rules in order to maximize the amount of reimbursement from FEMA. The County currently has 22 projects with estimated damages of \$25 million, comprised of repairs to roads, culverts, and waterways. The County will also be able to receive reimbursement for the County's emergency responses done in 2023 during the early stages of flooding and continuing administrative expenses (including this contract) and management of the debris removal program.

The initial contract included the following main services: project development, claim submissions, extension requests, timeline monitoring, technical assistance, appeals, close-outs, and audit responses. This amendment would add COVID-19 Non-Congregate Sheltering appeals related to Project RoomKey, debris removal monitoring, and additional public assistance program support related to this disaster.

Regarding Project RoomKey, there is a large portion of the pending FEMA reimbursement related to the COVID-19 pandemic that is at risk for denial due to a new rule implemented by FEMA that indicated that hotel stays over 20 days would not be reimbursed. It is estimated that \$2,401,215 of the pending \$4,672,564 FEMA claims were at risk of denial. However, FEMA has recently processed 4 of the 7 remaining projects and obligated the full amounts claimed (\$2,560,548). While this is a positive sign there is still some risk that the money could be taken back by FEMA during the closeout process or that portions of the remaining 3 projects yet to be obligated totaling \$2,112,016 will not be fully funded. Therefore, there may be a need for Witt O'Brien's to provide technical support related to the appeal process should either of those circumstances occur.

Additional public assistance program support is necessary for additional project engineering services for FEMA and possibly Federal Highway Administration projects administered through CalTrans, including the development of cost estimates that follow FEMA templates and nomenclature in order to have estimates that both parties can easily compare to maximize reimbursements. Assistance from the consultant is also necessary to assist County staff with answering requests for information (RFIs) and providing technical assistance regarding submerged roads and other roads and structures impacted by the floods of 2023.

Witt O'Brien's LLC has been assisting the County since December of 2023 and have been a great asset when working with FEMA and CalOES as the County continues to navigate the recovery process. They have prepared documentation packets, assisted with responses to FEMA inquiries, attended all FEMA meetings (which up until a couple of months ago were weekly), attended board meetings, and most importantly been able to shoulder the burden of County staff to allow them to perform their regular duties. They've also been able to work directly with their FEMA and CalOES contacts to call together all parties to work towards a resolution regarding the County's submerged roads. Unfortunately, despite their assistance, the County does not anticipate the recovery process reaching its conclusion soon as the County continues to wait on FEMA and CalOES to

Agenda Item

POST DISASTER RECOVERY MANAGEMENT SERVICES AMENDMENT

October 29, 2024

Page 3 of 3

provide guidance on submerged roads. The contract term is through September 30, 2026, and will remain unchanged at this time.

A summary of the changes is noted below:

- Scope Modifications
 - Appeals Analyst: \$300/hour
 - FHWA Support
- Cost Modifications
 - COVID-19 Non-congregate Sheltering (Project RoomKey) Appeals: \$320,000
 - 1st Appeal: \$120,000
 - 2nd Appeal: \$200,000
 - Debris Monitoring: \$15,000
 - Additional Public Assistance Cost Recovery Support: \$150,000
 - Total: \$485,000

Despite the increase in the contract, the full amount is still eligible to be claimed as part of the County's FEMA cost recovery. Furthermore, these amounts are all contingent on whether the County utilizes these additional services. If the County chooses to not utilize any of the additional services, then the County will not have to pay the amounts noted above.

This agreement has been reviewed and approved by County Counsel as to form.

Agreement No. _____

**COUNTY OF KINGS
FIRST AMENDMENT AGREEMENT FOR SERVICES**

This first amendment (“1st Amendment”) to Agreement No. 23-218 is entered into on _____, 2024, by and between the County of Kings, a political subdivision of the State of California (“County”) and Witt O’Brien’s LLC, a Delaware limited liability company (“Contractor”) (singularly a “Party” and collectively the “Parties”).

R E C I T A L S

WHEREAS, the County and Contractor entered into the Agreement No. 23-218 that commenced December 19, 2024, for post-disaster recovery management services;

WHEREAS, Section 6 of Agreement No. 23-218 authorizes the Parties to modify terms of Agreement 23-218 by a written amendment, executed by the Parties; and

WHEREAS, the Parties intend to amend Agreement No. 23-218 to implement additional services in the scope of services, and

WHEREAS, the extent of services required to successfully assist County in Recovery of Emergency Disaster Funds has grown, and

WHEREAS, the Parties intend to amend the compensation amount, and

WHEREAS, the Parties intend to amend the billing positions and rates.

NOW, THEREFORE, the Parties agree as follows:

1. Exhibit A is amended to include, as follows:
 - Support for Federal Highways Administration (FHWA) Emergency Response Program
 - Appeals related to COVID-19 FEMA Public Assistance reimbursement
2. Section 3 Compensation is amended to increase the current not to exceed amount from \$200,000 to \$685,000.
3. Exhibit B is amended to include the additional position of Appeals Consultant at the billing rate of \$300/hr.

The recitals and exhibits are integral to and incorporated into this 1st Amendment by this reference.

4. All other terms and conditions of Agreement No. 23-218 remain in full force and effect.

5. The Parties may execute this 1st Amendment by electronic means, and in two (2) or more counterparts, that together constitute one (1) agreement.

6. Each signatory below represents it is authorized to enter into this 1st Amendment and bind the Party that its signature represents.

IN WITNESS WHEREOF, the Parties executed this 1st Amendment the day and year first written above.

COUNTY OF KINGS

WITT O'BRIEN, LLC

By: _____
Doug Verboon, Chair
Kings County Board of Supervisors

By: Cheryl Joiner
Cheryl Joiner
Director of Contracts a& Compliance

ATTEST

By: _____
Catherine Venturella, Clerk of the Board

APPROVED AS TO INSURANCE

By: S Poots 10/23/2024
Sarah Poots, Risk Manager

APPROVED AS TO FORM
Diane Freeman, County Counsel

By: Carrissa Adams 10/17/2024
Carrissa Adams, Deputy County Counsel

Exhibits/Attachments:



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: Department of Public Health – Rose Mary Rahn/Heather Campos
SUBJECT: PROCLAMATION RECOGNIZING OCTOBER 2024 AS BREAST CANCER AWARENESS MONTH IN KINGS COUNTY

SUMMARY:

Overview:

Breast Cancer Awareness Month, observed every October, serves to raise awareness about breast cancer, its prevention, and the importance of early detection. The Kings County Department of Public Health is requesting the Board proclaim October 2024 as “Breast Cancer Awareness Month” in Kings County.

Recommendation:

Adopt a resolution proclaiming October 2024 as Breast Cancer Awareness Month.

Fiscal Impact:

There is no impact to the County General Fund associated with recommended action.

BACKGROUND:

In 2024, there will be an estimated 300,000 new cases of diagnosed breast cancer in women and 2,700 in men in the United States. Breast Cancer Awareness Month encourages individuals to participate in activities that promote education, support, and fundraising for cancer research and treatment. It is dedicated to educating people about breast cancer, its risk factors, and the importance of early detection. Breast Cancer Awareness Month also emphasizes the importance of regular screenings and mammograms, which can significantly improve early diagnosis and outcomes. Breast Cancer Awareness Month plays a crucial role in empowering individuals to take charge of their health and support research efforts that aim to find better treatments and ultimately a cure.

The resolution has been reviewed and approved by County Counsel as to form.

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

**BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF KINGS, STATE OF CALIFORNIA**

IN THE MATTER OF PROCLAIMING
THE MONTH OF OCTOBER 2024 AS
BREAST CANCER AWARENESS MONTH

Resolution No. _____

WHEREAS, the Kings County Department of Public Health recognizes joining communities throughout the nation in proclaiming October 2024 as Breast Cancer Awareness Month;

WHEREAS, in 2024, an estimated 300,000 new cases of breast cancer are expected to be diagnosed among women in the United States, along with an estimated 2,700 in men;

WHEREAS, breast cancer remains the most commonly diagnosed cancer among women, affecting 1 in 8 women in their lifetime;

WHEREAS, advances in research and treatment have significantly improved survival rates, with the current five-year survival rate for localized breast cancer at 99%;

WHEREAS, it is crucial to promote regular screenings, self-exams, and awareness of the risk factors and symptoms of breast cancer to encourage early detection;

WHEREAS, countless individuals and families have been affected by this disease; and

WHEREAS, participating in the promotion of Breast Cancer Awareness Month recognizes the need to support ongoing research, provide resources for those affected and promote initiatives that foster understanding and hope;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Supervisors of the County of Kings, State of California, that October 2024 is recognized as Breast Cancer Awareness Month and the residents of Kings County are called upon to join this observance.

The foregoing proclamation was adopted upon motion by Supervisor _____,
seconded by Supervisor _____ at a regular meeting held on the ____ day of _____
_____, 2024, by the following vote:

AYES:	Supervisors
NOES:	Supervisors
ABSENT:	Supervisors
ABSTAIN:	Supervisors

Doug Verboon, Chairman
Board of Supervisors, County of Kings

IN WITNESS WHEREOF, I have set my hand this _____ day of _____, 2024.

Catherine Venturella, Clerk
Board of Supervisors, County of Kings



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: Veterans Services - Scott Holwell

SUBJECT: OPERATION GREEN LIGHT FOR VETERANS RESOLUTION 2024

SUMMARY:

Overview:

The National Association of Counties (NACo) has an Operation Green Light program, which is an initiative to shine a light on the plight of veterans in counties across the United States who are having a hard time connecting with benefits after serving their country. This new program was endorsed by the NACo Board at its meeting on July 23, 2022. The first time the Board of Supervisors adopted a resolution in support of Operation Green Light was on October 25, 2022, for the period of November 7 through November 13, 2022. A subsequent resolution was adopted in 2023 for the period of November 6 through November 12.

Recommendation:

Adopt a Resolution in support of Operation Green Light for veterans from November 4, 2024 through November 11, 2024.

Fiscal Impact:

There is no impact to the General Fund, as the materials from 2023 are still re-usable. This program will most likely attract current and soon to be veterans to seek out Kings County Veterans Services for assistance, which may bring additional millions of dollars to the County in the form of monetary benefits. Kings County's veteran population is approximately 8,500, but only approximately 4,100 are in receipt of Veterans Administration benefits. In Fiscal Year (FY) 2022-23, veterans in Kings County received \$81,520,000 in direct compensation/pension payments, an increase of 6.6% over the prior FY.

BACKGROUND:

This resolution reflects that the residents of Kings County have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served the country and this community in the armed

(Cont'd)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

OPERATION GREEN LIGHT FOR VETERANS 2024 RESOLUTION

October 29, 2024

Page 2 of 2

forces. It also encourages citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying a green light in a window of their place of business or residence.

The contributions and sacrifices of the men and women who served in the armed forces have been vital in maintaining the freedoms and way of life enjoyed by all citizens. Veterans continue to serve their community through various Veterans Service Organizations, religious groups, civil service, and by functioning as County Veteran Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability, and compensation benefits each year – more than \$25 billion in California alone in FY 2022-23.

Approximately 200,000 service members transition to civilian communities annually. An estimated 20 percent increase of service members will transition to civilian life in the near future. Studies indicate that 44 to 72 percent of service members experience high levels of stress during their transition from military to civilian life. These service members are at a high risk for suicide during their first year after military service.

NACo encourages all counties, parishes, and boroughs to recognize Operation Green Light for Veterans. Kings County appreciates the sacrifices of all United State Military Personnel and believes specific recognition should be granted. The County will be shining green lights to the following buildings or structures:

- Veterans Memorial Wall in the Kings County Government Center courtyard
- Flagpole in front of the Administration/Board of Supervisors building
- Human Resources and Assessor/Clerk-Recorder (facing Lacey Boulevard)
- Newly renovated Behavioral Health/HAS building closest to the Government Center courtyard (facing Lacey Boulevard)

Staff recommends adopting the resolution to salute and honor the service and sacrifice of veterans and the men and women in uniform transitioning from active-duty service.

The resolution has been reviewed and approved by County Counsel as to form.

**BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF KINGS, STATE OF CALIFORNIA**

**IN THE MATTER OF ADOPTING
A RESOLUTION SUPPORTING
OPERATION GREEN LIGHT 2024 FOR
VETERANS THROUGHOUT KINGS COUNTY/**

RESOLUTION NO. 24-

WHEREAS, the residents of Kings County have great respect, admiration, and the utmost gratitude for all of the men and women who have selflessly served our country and this community in the Armed Forces;

WHEREAS, the contributions and sacrifices of the men and women who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens;

WHEREAS, Kings County seeks to honor individuals who have made countless sacrifices for freedom by placing themselves in harm's way for the good of all;

WHEREAS, Veterans continue to serve our community in various capacities including Veteran Service Organizations, religious groups, civil service, and by functioning as County Veteran Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability, and compensation benefits each year;

WHEREAS, Approximately 200,000 service members transition to civilian communities annually with an estimated 20 percent increase of service members transitioning to civilian life;

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during their transition from military to civilian life, and are at a high risk for suicide during their first year after military service;

WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, Kings County appreciates the sacrifices of its United States Military Personnel and desires to grant specific recognition for their service.

NOW, THEREFORE, IT IS HEREBY RESOLVED as follows:

1. The County of Kings declares November 4th through November 11th, 2024, Operation Green Light for Veterans in Kings County, and designates it as a time to salute and honor the service and sacrifice of veterans and those men and women in uniform transitioning to civilian life from active-duty service.

2. In observance of Operation Green Light for Veterans, the County of Kings encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying green lights in a window of their place of business or residence from November 4th through the 11th, 2024.

The foregoing resolution was adopted upon motion by Supervisor _____, seconded by Supervisor _____ at a meeting held on the 29th day of October, 2024, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Doug Verboon, Chairperson, Board of Supervisors
County of Kings

IN WITNESS WHEREOF, I have set my hand this 29th day of October, 2024.

Diane Badasci, Deputy Clerk of the Board of Supervisors
County of Kings



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM October 29, 2024

SUBMITTED BY: Administration – Kyria Martinez/Matthew Boyett
SUBJECT: AMERICAN RESCUE PLAN ACT ALLOCATIONS AND UPDATE

SUMMARY:

Overview:

The State and Local Coronavirus Fiscal Recovery Funds legislation, part of the American Rescue Plan Act (ARPA), was signed into law by President Biden on March 11, 2021. The bill included \$65.1 billion in direct, flexible aid to every county in America. Kings County received \$29,706,802. The funds are intended to provide support in responding to the impact of COVID-19 and their efforts to contain COVID-19 in the communities, amongst residents, and businesses. Pursuant to the Treasury guidance, Fiscal Recovery Funds and all funds must be obligated by December 31, 2024, Administration is bringing an overview of all projects and a final recommendation on uses of all remaining funds.

Recommendation:

- a. Authorize the cancelation of the following projects: Cohen Veteran Clinic, 2 Meg Generators, Information Technology and Dispatch Generators, and the Public Works Online Portal, totaling \$1,645,000 and redistribute funds for recommended projects;
- b. Authorize the reallocation of unspent funds in the amount of \$181,025 from previously approved projects and redistribute funds for recommended projects;
- c. Authorize the use of American Rescue Plan Act funding to pay for the \$1,000 lump-sum payment for all permanent County employees, including elected officials and the Board of Supervisors;
- d. Authorize the use of American Rescue Plan Act funding to pay for the \$200 lump-sum payment for all extra help employees;

(Cont'd)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2024.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

AMERICAN RESCUE PLAN ACT ALLOCATIONS AND UPDATE

October 29, 2024

Page 2 of 8

- e. Authorize the Human Resources Director to sign the side letter agreements regarding the \$1,000 and one time lump sum with all bargaining groups;**
- f. Authorize the additional funding for the Kettleman City Foundation in the amount of \$152,000 for existing site renovation and repairs;**
- g. Authorize the additional funding for the Kings County Fire Department in the amount of \$24,013 for the Computer Aided Dispatch upgrades;**
- h. Authorize the funding for the Executive Leadership Development training for department heads in the amount of \$6,000;**
- i. Authorize the use of all remaining American Rescue Plan Act funding in the amount of \$168,613 and any other remaining funds, to be obligated for revenue loss;**
- j. Adopt the budget change. (4/5 required)**

Fiscal Impact:

The County has received the total \$29,706,802, directly from the U.S. Treasury. With the accrued interest, the total ARPA funds available to the County is \$30,489,218. The current expended amount of ARPA funds is \$26,698,697. These funds have been presented to the Board and approved through the final adopted budget in Fiscal Year 2024-25. It is recommended that four projects be canceled, totaling \$1,645,000 which is recommended to be reallocated towards other projects. Additionally, there is \$181,025 worth of unspent funds from previously approved projects being recommended to be reallocated to other projects. Funds amounting to \$2,140,509 are recommended by Administration, obligating necessary funding to complete approved active projects from previous fiscal years. Additional projects, totaling \$1,481,400 are being proposed – fully obligating the County’s ARPA allocation by the December 31, 2024 deadline. Additionally, all employees in the unrepresented management, appointed, part time and extra help and elected officials (Sheriff, District Attorney, and Assessor/Clerk Recorder assuming your Board directs staff to implement it, shall receive their lump sum effective November 25, 2024 (Pay Period 25). The Board of Supervisors shall receive upon passing an ordinance on compensation.

BACKGROUND:

On May 17, 2021, the U.S. Department of the Treasury published guidance that governs the implementation of the ARPA COVID-19 State and Local Fiscal Recovery Funds. On January 6, 2022, the U.S. Department of the Treasury issued the final rule for the State and Local Fiscal Recovery Funds. The final rules have been adopted and published.

The administration of the funds was primarily discussed and identified through the County internal ARPA Committee made up of Department Heads who would qualify for funding under the categories set forth by the ARPA final rule. Since receiving ARPA Funds, the Board of Supervisors has received fifteen individual ARPA updates. Various allocations have been made since 2021, and this update contains the full enumerated list of all allocations and reallocations. The following is an overview of how ARPA has been allocated and spent, organized by fiscal year:

FISCAL YEAR 2021-22

- **\$500 Lump-Sum Payments:** The Board allocated \$810,00 for \$500 lump-sum payments to the County workforce, addressing negative economic impacts from the COVID-19 pandemic.

Agenda Item

AMERICAN RESCUE PLAN ACT ALLOCATIONS AND UPDATE

October 29, 2024

Page 3 of 8

\$697,500 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$112,500 be redistributed for recommended projects;

- Personal Protective Equipment (PPE): The Board allocated 438,000 for the purchase of county-wide PPE, supporting COVID mitigations for Public Works, Jail, Jail Kitchen, and Juvenile Hall. \$279,793 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$158,207 be redistributed for recommended projects;
- Parks Revenue Loss. The Board allocated \$46,286 for revenue replacement to address Parks revenue loss and gate fees due to the pandemic. \$46,286 has been spent to date, completing the project;
- COVID-19 Mitigations. The Board approved \$810,087 to combat COVID-19 through vaccinations, testing, and contact tracing, supporting Public Health emergency preparedness. \$810,087 has been spent to date, completing the project;
- Information Technology (IT) Upgrades: The Board allocated 1,064,024 to upgrade IT's current capacities and services. \$1,038,186 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$25,838 be redistributed for recommended projects;
- Fire Support: The Board allocated \$174,692 to Lucas CPR to purchase eight (8) Lucas 3.1 Chest Compression Systems and to purchase a four (4) year warranty from Stryker Sales LLC, supporting the County Fire Department. \$174,692 has been spent to date, completing the project;
- Microsoft Office 365: The Board allocated \$965,217 for a multi-year contract for Microsoft Office 365 to support necessary migration and capacity needs. \$746,892 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$218,325 be redistributed for recommended projects;
- Kings County Commission on Aging (KCCOA): The Board allocated \$40,000 to the KCCA for their nutrition program. The COVID-19 pandemic negatively impacted capacity, resulting in the closure of senior centers. \$40,000 has been spent to date, completing the project;
- IT Upgrades: The Board allocated \$1,327,600 to support IT upgrades due to added network pressures, including replacement switches and Storage Area Network (SAN). \$1,327,591 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$9 be redistributed for recommended projects;
- County Pathologist Contract: The Board allocated \$240,000 for a County pathologist contract, in response to COVID deaths and mitigations. \$213,150 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$26,850 be redistributed for recommended projects;
- Koff Associates: The Board allocated \$608,260 to fund the County's classification and compensation study. These studies are conducted to re-examine the responsibilities, salary and work performed by various positions. The study's purposes are to develop new job descriptions, classify the positions according to a uniform factor point analysis standard, survey the market of comparable communities to determine representative rates of compensation, and to develop and recommend a pay plan. \$608,260 has been spent to date, completing the project; and

Agenda Item

AMERICAN RESCUE PLAN ACT ALLOCATIONS AND UPDATE

October 29, 2024

Page 4 of 8

- COVID-19 Expenses: The Board allocated \$1,362,490 for COVID-19 related payroll expenses incurred since the inception of ARPA funds. \$1,343,001 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$19,489 be redistributed for recommended projects.

Total Projects: 12

Total Spent: \$7,325,437

FISCAL YEAR 2022-23

- Digital Marketing for Small Businesses: The Board allocated \$500,000 for digital marketing for small businesses, addressing economic impacts resulting from the COVID-19 pandemic. \$344,776 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$155,224 be redistributed for recommended projects;
- Cemetery District Operational Relief: The Board allocated \$500,000 for to support the provision of government services, providing operational relief to County cemetery districts. \$500,000 has been spent to date, completing this project;
- Assessor/Clerk-Recorder Office Equipment: The Board allocated \$50,599 for computer equipment, including laptops, to make the office more efficient and better equipped to serve the public. \$43,771 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$6,828 be redistributed for recommended projects;
- Kings County Housing Authority in Corcoran: The Board allocated \$50,599 to replace failing and un-serviceable fire hydrants within the Housing Authority area. \$38,175 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$12,424 be redistributed for recommended projects;
- Community Service District (CSD) Relief: The Board allocated \$1,000,000 for operational relief and drought relief for County CSDs. \$105,000 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$895,000 be redistributed for recommended projects;
- Job Training Office's (JTO) Small Business Assistance Program: The Board allocated originally \$6 million for the program however only \$2,692,531 was spent to enhance JTO's services, providing business support and retention measures. \$2,628,288 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$64,243 be redistributed for recommended projects;
- Cost-of-Living-Adjustment (COLA): The Board allocated \$2,000,000 for a 3% COLA to offset salary increases. \$2,000,000 has been spent to date, completing the project;
- COVID Mitigations: The Board allocated \$144,738 for janitorial staff for the County jail, supporting COVID-19 mitigations. \$144,738 has been spent to date, completing this project;
- Clerk of the Board Record Preservation: The Board allocated \$600,000 for the preservation of County records, digitization, and development of a searchable index. \$573,274 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$26,726 be redistributed for recommended projects;
- Fire Support: The Board allocated \$96,281 to the Kings County Fire Department to support the capabilities of the Emergency Dispatch Center, improving emergency response. Specifically, upgrades were made to the vehicle's global positioning system (GPS) system to

Agenda Item

AMERICAN RESCUE PLAN ACT ALLOCATIONS AND UPDATE

October 29, 2024

Page 5 of 8

send a location signal, helping users identify apparatus by location. \$96,281 has been spent to date, completing the project;

- Multi-Factor Authentication (MFA): The Board allocated \$280,000 to enhance the County's security via MFA technology. \$264,400 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$15,600 be redistributed for recommended projects;
- Excelsior-Kings River Resource Conservation District (EKRCDD): The Board allocated \$75,000 to expand conservation practices in the County. \$75,000 has been spent to date, completing the project;
- PeopleSoft Upgrades: The Board allocated \$196,750 for software upgrades for PeopleSoft, supporting the provision of government services and efficient use of the technology. \$156,250 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$40,500 be redistributed for recommended projects;
- Shade Structure: The Board allocated \$100,000 to supplement Proposition 68 funded shade structure and American Disabilities Act (ADA) improvements to existing play areas at Hickey and Burris parks. These improvements make the County grounds more accessible to County families and creating safer conditions for play. \$100,000 has been spent to date, completing this project;
- KCCOA: The Board allocated \$150,000 to the KCCOA for their nutrition program. The COVID-19 pandemic negatively impacted capacity, resulting in the closure of senior centers. \$150,000 has been spent to date, completing the project;
- Sheriff Camera License Plates: The Board allocated \$64,700 for additional equipment modifications, providing for the Sheriff camera license plate, video, audio detection system. \$64,700 has been spent to date, completing the project;
- Digital Evidence Storage: The Board allocated \$140,000 to the Sheriff's Department for digital evidence storage. \$136,387 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$3,613 be redistributed for recommended projects;
- JTO: The Board allocated \$20,000 to the JTO for rewiring for software capacity improvements. \$20,000 has been spent to date, completing this project;
- COVID-19 Administrative Associated Costs: The Board allocated \$200,618 for COVID-19 payroll associated costs. Since the start of the pandemic the County has created a payroll code to track all payroll costs associated to the pandemic. \$152,202 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$48,416 be redistributed for recommended projects;
- Stratford Public Utility District (SPUD): The Board allocated \$50,000 for the SPUD water storage tank, and the drilling and equipping of a new well. \$50,000 has been spent to date, completing this project;
- Burris Park Wagon Museum: The Board allocated \$30,000 for the Burris Park Wagon Museum to install a new air conditioning unit. \$8,679 has been spent to date, completing the project. It is recommended that the remaining funds totaling \$21,321 be redistributed for recommended projects; and

Agenda Item

AMERICAN RESCUE PLAN ACT ALLOCATIONS AND UPDATE

October 29, 2024

Page 6 of 8

- JTO: The Board allocated \$16,000 for the installation of a new door access system at the JTO, increasing building security and employee safety. \$16,000 has been spent to date, completing the project.

Total Projects: 22

Total Spent: \$7,667,921

FISCAL YEAR 2023-24

- Stratford Levee Project: The Board allocated \$1,052,376 to raise the Manteca Levee to improve flood resiliency. \$1,052,376 has been spent to date, completing the project; and
- Kings Community Action Organization (KCAO): The Board allocated \$612,426 to KCAO for a food bank, centralized kitchen, emergency shelter, and housing navigation center. \$612,426 has been spent to date, completing the project.

Total Projects: 2

Total Spent: \$1,664,802

ACTIVE PROJECTS

There are 10 active projects that will need to be fully obligated by December 31, 2024, with all funds spent by December 31, 2026. These active projects account for \$12,039,753 of expenditures. The following is an overview of all active projects, across all fiscal years, of which Administration outlines updates and recommendations:

- A total of \$500,000 was allocated to CDSs on August 3, 2021. A total of \$447,256 has been spent. The funding provided household assistance via utility back bills to Armona CSD, Home Garden CSD, Kettleman City CSD, and Stratford PUD in response to negative economic impacts of the pandemic. It is recommended that \$10,458 in unspent funds be allocated to support repairs to the Home Garden CSD Splash Pad, bringing the total for this project to \$457,714, with a remaining balance of \$42,286 of unspent funds redistributed to recommended projects;
- A total of \$1,150,000 was allocated for the Board Chamber Upgrade on September 20, 2022 and a total of \$855,669 has been spent. The project supports ADA compliance, technology, and structural upgrades to the Board Chamber room. This project is complete, leaving a balance of \$294,331 in unspent funds being proposed for redistribution for recommended projects;
- A total of \$351,500 was allocated to the Kettleman City Foundation (KCF): The KCF campus has served as a cooling center, food and pandemic-related relief goods and services distribution site, prior to and during the pandemic. KCF requested financial support due to pandemic-related strains and loss of revenue. A total of \$316,779 has been spent and it is recommended that the Board approve an amendment to the original award, adding an additional \$152,000 to be obligated to this project, bringing the total allocation to \$503,500;
- \$150,000 was approved on February 1, 2022 for the HR Scanning Project: the project provided for the digitization and preservation of County records. A total of \$38,986 has been spent and is expected that \$32,560 will be needed to fund this project until December 2024, bringing the total actual spent to \$71,546. The balance remaining for this project is \$78,454, of which is being proposed for redistribution to recommended projects;

Agenda Item

AMERICAN RESCUE PLAN ACT ALLOCATIONS AND UPDATE

October 29, 2024

Page 7 of 8

- \$35,000 was approved on September 20, 2022 for the Coroner Storage Container: A 40-foot storage container on a concrete foundation. The container would be used for the storage of files, tools, other equipment, and estate items that overwhelmed the current storage due to the COVID-19 pandemic deaths. \$30,027 has been spent leaving an unspent balance of \$4,973 which is being proposed for redistribution to recommended projects;
- \$300,000 was allocated on June 13, 2023 for Civic Plus Agenda Item and Public Records Act (PRA) Software: This project provides agenda software for the Clerk of the Board within the Board of Supervisors Office, allowing the County departments to access and submit all electronic agenda items needed for the Board of Supervisors agenda, as well as creating convenient access for the public. A total of \$107,500 has been encumbered for this project and it includes a multi-year contract. This project has a balance of unspent funds in the amount of \$192,500, which is being proposed for redistribution to recommended projects;
- \$135,397 was allocated on June 13, 2024, for the Fire Computer Aided Dispatch (CAD): CAD upgrades to all front-line and reserve fire apparatus. It is recommended that the Board approve an additional \$24,013 to be obligated to this project to cover the overage, bringing the total allocation to \$159,410;
- \$6,000,000 was allocated on June 13, 2024 for Employee Retention: The County recognizes the need to recruit and retain an employee base, supporting public sector employment for members of the Deputy Sheriff's Association (DSA) and the Prosecutor's Association (PA). This project funded executive hiring services (headhunters) to search, attract, and hire qualified attorneys in the County as well as services to advertise attorney recruitments across various media platforms. Additionally, this project funded \$15,000 retention bonuses for DSA members and \$10,000 retention bonuses for PA members; including unrepresented management staff who oversee these employees in these unions. A total of \$4,205,964 has been spent on this project, leaving a remaining balance of \$1,794,036, which will be utilized to carry this project through 2025;
- \$100,000 was allocated on May 14, 2024 for technology for Telework: The County approved a County-wide telework policy, allowing employees up to two days a week for remote working, for participating departments. A total of \$30,400 has been spent leaving a balance of unspent funds in the amount of \$69,600 which is being proposed for redistribution to recommended projects;
- \$4,000,000 was allocated on August 3, 2021 for Revenue Loss: The County is allowed to claim up to \$10,000,000 in Revenue Loss which can be used for any purpose. The Board previously approved an allocation of \$4,281,131 for revenue loss in August 3, 2021. It is recommended that \$4,000,000 be claimed for revenue loss for the current fiscal year and redistribute \$281,131 to recommended projects;

Administration is recommending that \$28,839,206 of ARPA funding be utilized for the active projects outlined above.

Additionally, Administration is recommending using \$1,475,400 of ARPA funding for employee retention and hiring incentives, in the form of \$1,000 bonuses for the County's 1,462 full-time employees, representing \$1,462,000, and \$200 bonuses for the County's 63 extra help employees, representing \$13,400. These incentives would represent a one-time allocation, meaning they would not constitute a recurring expense for the

Agenda Item

AMERICAN RESCUE PLAN ACT ALLOCATIONS AND UPDATE

October 29, 2024

Page 8 of 8

County. Administration is also requesting to allocate \$6,000 for the executive leadership training for all department heads.

Furthermore, Administration is recommending that all remaining ARPA funding, in the amount of \$168,613 and any other remaining funds, to be obligated for revenue loss.

Approving these recommendations will obligate all ARPA funds and the accrued interest, totaling \$30,489,218 across all projects from all fiscal years.

Pursuant to the Treasury guidance, Fiscal Recovery Funds can be used to cover costs incurred beginning on March 3, 2021, with the exception to some categories, and all funds must be obligated by December 31, 2024. All funds must be spent, and all work completed by December 31, 2026. This period during which recipients can expend funds is considered the “period of performance.”

Local relief funds are described in four primary categories which are as follows:

1. Respond to the public health emergency or its negative economic impacts;
2. Respond to workers performing essential work during COVID-19;
3. The provision of government services to the extent of the reduction of revenue due to COVID-19; and,
4. Make necessary investments in water, sewer, and broadband infrastructure.

Within these broad expenditure categories, counties have flexibility to decide how best to use the funding to meet specific community needs with the ultimate goal to respond to the COVID-19 public health emergency and its economic impacts. The items presented today fall in the categories of responding to the public health emergency or its negative economic impacts and the provision of government services.