

Humboldt County 2022-2023 Civil Grand Jury

COMPLIANCE/CONTINUITY

Released May 17, 2023

Each year the Humboldt County Civil Grand Jury (HCCGJ) evaluates various local government operations. It publishes its reports with helpful findings and recommendations for Humboldt County, and the cities, special districts, and other public agencies within the county. Many see the role of the Civil Grand Jury as a “public watchdog.”

The 2021-2022 Humboldt County Civil Grand Jury (HCCGJ) issued six investigative reports to the residents of Humboldt County. <https://humboldt.gov/510/Civil-Grand-Jury>

Under California Penal Code PC §933 and §933.05 (see Appendix), governing boards and elected county officials are required to respond to the civil grand jury’s findings and recommendations. Others – appointed officials or non-governmental organizations – may be invited to respond. Required responses must be returned within 60 days from individual elected officials and within 90 days from elected governing boards. Invited or “requested” responses, directed to any governmental or non-governmental individual or entity, are an optional opportunity to place their reactions in the public record. They are not mandatory.

This compliance/continuity report compiles and summarizes the responses, both required and invited, to the six 2021-2022 HCCGJ reports. There are two types of tables:

- I. A **Response Summary Matrix** counts the number of agreements or disagreements with the respective findings and recommendations of the grand jury.
- II. A **Compliance Matrix** details the responses to the findings and recommendations

The responses in this report are paraphrased and abbreviated for concision. The reader is referred to the original documents posted on the HCCGJ website <https://humboldt.gov/510/Civil-Grand-Jury>. We thank, and greatly appreciate, the cooperation of all respondents.

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1.0 PERMITTED EVENTUALLY:

A Review of the Cannabis Cultivation Permitting Process in Humboldt County May 09, 2022

Required Responses Due July 09, 2022 from:

Humboldt County Public Works Department (F3, F7, R2, R7)

Humboldt County Planning and Building Department (F1, F2, F4, F5, F6, R1, R4, R5, R6)

Required Responses Due August 09, 2022 from:

Humboldt County Board of Supervisors (F3, R1, R3)

RESPONSE SUMMARY MATRIX

This provides a count of the total number of agreements or disagreements with the respective findings and the responses to the 2021-2022 civil grand jury’s recommendations.

FINDINGS		RECOMMENDATIONS	
A	AGREE	I	IMPLEMENTED
DP	DISAGREE PARTIALLY	WI	WILL IMPLEMENT
DC	DISAGREE COMPLETELY	FS	FURTHER STUDY
DNR	DID NOT RESPOND	FR	FUNDING REQUIRED
		WNI	WILL NOT IMPLEMENT

TABLES	FINDINGS				RECOMMENDATIONS				
	A	DP	DC	DNR	I	WI	FS	FR	WNI
1-PW-F 1-PW-R	2				1				1
1-PB-F 1-PB-R	2	2	1		1				3
1-BOS-F 1-BOS-R	1					2			

- F Findings
- R Recommendations
- PW Humboldt County Public Works Department
- PB Humboldt County Planning and Building Department
- BOS Humboldt County Board of Supervisors

Table 1-PW-F

PERMITTED EVENTUALLY: Required Response to Findings from Humboldt County Public Works Department (F3, F7, R2, R7)

FINDINGS	A	DP	DC	DNR	NOTES*
F3 The Board of Supervisors funded the purchase of the Accela software for the Planning and Building Department to replace the former OnTrack permit management system. Accela lacks completeness in that the Public Works Department is limited to responding to Planning & Building Department referrals.	✘				Accela could be further leveraged by Public Works by adding public works modules. Many projects involve obtaining public works permits and/or approval.
F7. Within the Public Works Department, as part of the cannabis permitting process, applicants are allowed to “self-certify” Category 4 roadways, however, self-certification is not always verified.	✘				The thought was that most people would be able to accurately measure the width of a road and not hire a civil engineer to certify the obvious. A few applicants did not understand the form and were incorrectly self-certifying that roads meet a Category 4 standard.

- NOTES (Paraphrased & abbreviated responses – see HCCGJ website for complete document)

Table 1-PW-R

PERMITTED EVENTUALLY: Required Response to Recommendations from Humboldt County Public Works Department (F3, F7, R2, R7)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R2. Fund the Planning and Building Department to upgrade the Accela system		✘				Public Works is contacting vendors to determine costs of implementing the public works modules in Accela.
R7. by 12/31/22, as an essential part of the cannabis permitting process, actual verification that a roadway meets Category 4 requirements should be performed by Public Works employees.					✘	Self-certification worked in many cases. Public Works does not have the staff capacity to verify all roads.

- NOTES (Paraphrased & abbreviated responses – see HCCGJ website for complete document)

Table 1-PB-F

PERMITTED EVENTUALLY: Required Response to Findings from

Humboldt County Planning and Building Department (F1, F2, F4, F5, F6, R1, R4, R5, R6)

FINDINGS	A	DP	DC	DNR	NOTES*
F1 The intake of applications for cannabis cultivation is done at the Planning and Building Department by a counter team of six full time employees assigned on a rotating basis to enter the application information into the Accela system.		✘			It appears that this finding is focused on planners putting information into Accela. The main point of application intake is to ensure that the application is complete. ... If the application is incomplete a follow-up letter to the applicant is required. Data entry is a minor component. The department's goal is complete electronic submittal.
F2 Accela software cannot accept credit card payments	✘				The issues that limited Accela's ability to accept credit card payments have been resolved.
F4. The Accela Citizen Access portal is cumbersome for the public to access and view the status of all permit applications, including cannabis.			✘		Customers who register for an ACA account and have their project linked to the ACA account can review the permit and upload pertinent documents and information to their project. Email notifications are generated when customers upload documents and information.
F5. The State will not issue new provisional cannabis licenses after 06/30/2022. Thereafter, applicants must meet all requirements of State regulations for the issuance of a license. Holders of a provisional license will be allowed to continue in operations until final resolution after which the County will be notified.		✘			The State will extend provisional licenses beyond 07/01/2022. There will be no change for them until they receive their permanent County Permit and then can obtain their Annual License from the State. State licenses are granted upon the status of local permitting.
F6. As of January 2022, there were over 900 pending cannabis permits, many of which are amendments to existing permits.	✘				

Table 1-PB-R

PERMITTED EVENTUALLY: Required Response to Recommendations from Humboldt County Planning and Building Department (F1, F2, F4, F5, F6, R1, R4, R5, R6)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R1. Fund the Planning and Building Department to upgrade the Accela system		✘				
R4. Planning and Building Department provide in the Citizen Access Portal specific instructions for the general public to search a location without creating an account in Accela or the need to contact the Planning and Building staff					✘	It is not necessary for the public to create an account in Accela to view permit records. While the information available to registered users who are linked to their account afford a greater access to information and features, all members of the public have the ability to use the ACA to view permit and parcel data. The opening page of the ACA provides instructions.
R5. The Planning and Building Department should act on all County interim cannabis permits upon receiving notice of approval or denial of the State provisional license.					✘	The State issues licenses based on the application status in the County process. A Cultivator must possess a local permit to obtain a State license. The State refers applications to the County to determine if the applicant has obtained all necessary local permits.
R6. For applications pending more than 30 days, the Planning and Building Department notify applicants of the corrective actions required for approval.					✘	Planning and Building reviews the submission for completeness. Other departments with an interest in the development are notified. The department provides a 30-day written notice to the applicant of missing information.

Table 1-BOS-F

PERMITTED EVENTUALLY: Required Response to Findings from Humboldt County Board of Supervisors (F3, R1, R3)

FINDINGS	A	DP	DC	DNR	NOTES*
F3 Accela lacks completeness in that the Public Works Department is limited to responding to Planning & Building Department referrals. (R2, R3)	✘				

Table 1-BOS-R

PERMITTED EVENTUALLY: Required Response to Recommendations from Humboldt County Board of Supervisors (F3, R1, R3)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R1. Fund the Planning and Building Department to upgrade the Accela system (F3)		✘				Public Works Dept. has identified funding for this upgrade
R3. Fund the Planning and Building Department to upgrade the Accela system (F3)		✘				Public Works Dept. has identified funding for this upgrade

2.0 THE SEA ALSO RISES

May 23, 2022

Required Responses Due August 23, 2022 from:

Eureka City Council (F3, F4, F5, F8, F9, R1, R2)

Humboldt County Board of Supervisors (F3, F4, F5, F8, F9, R1, R2)

Arcata City Council (F3, F4, F5, F8, F9, R1, R2)

Board of Commissioners of the Humboldt Bay Harbor, Recreation, and Conservation District (F3, F4, F5, F8, F9, R1, R2)

RESPONSE SUMMARY MATRIX

This provides a count of the total number of agreements or disagreements with the respective findings and the responses to the 2021-2022 civil grand jury's recommendations.

FINDINGS	
A	AGREE
DP	DISAGREE PARTIALLY
DC	DISAGREE COMPLETELY
DNR	DID NOT RESPOND

RECOMMENDATIONS	
I	IMPLEMENTED
WI	WILL IMPLEMENT
FS	FURTHER STUDY
FR	FUNDING REQUIRED
WNI	WILL NOT IMPLEMENT

TABLES	FINDINGS					RECOMMENDATIONS				
	A	DP	DC	DNR		I	WI	FS	FR	WNI
2-E-F 2-E-R	4		1			2				
2-BOS-F 2-BOS-R	5						1	1		
2-HB-F 2-HB-R	4		1			1	1			
2-A-F 2-A-R	4	1				2				

Table 2-E-F

THE SEA ALSO RISES: Required Response to Findings from Eureka City Council (F3, F4, F5, F8, F9, R1, R2)

FINDINGS	A	DP	DC	DNR	NOTES*
F3 SLR adaptation and mitigation will incur ongoing costs that will require the political entities surrounding Humboldt Bay to agree to cost sharing.			✘		Council cannot commit to cost sharing or allocation of staff time for a regional planning group without any information on the proposed group. ... Given the existing regulatory complexity around Humboldt Bay and the array of local, state, federal, and tribal stakeholders involved, it should not be assumed creating a new regional governmental entity will be the most efficient effective or just approach to regional collaboration.
F4. The costs associated with SLR mitigation efforts will be significant	✘				The City secured funding for the Elk River Estuary and Tidal Wetlands Enhancement Project. This, and previous wetland restoration projects such as the Martin Slough Enhancement Project significantly increase the City's flood capacity and aid in future habitat migration and resilience as sea levels rise.
F5. Developing and implementing solution is urgent.	✘				A SLR Vulnerability and Capital Improvement Adaptation Plan was prepared by GHD for city-owned assets and infrastructure.
F8. Former industrial and other contaminated sites around the Bay are susceptible to SLR. SLR could push the contamination into wetlands, creeks, and even Humboldt Bay itself, making it harder to mitigate and clean up.	✘				The City has secured a \$300K EPA Brownfields Cleanup grant to inventory and prioritize contaminated properties along the waterfront and low-lying areas, conduct environmental assessments, develop cleanup plans, and conduct community outreach.
F9. Research studies of SLR impacts around Humboldt Bay indicate that if no action is taken by 2050, monthly maximum high tides will overtop bay barriers and flood existing infrastructure, wetlands and low-lying communities.	✘				Low-lying areas around Humboldt Bay are going to be affected by overtopping and rising and potentially emergent groundwater, and by reduced stormwater drainage capacity. SLR adaptation will be more complex than solely relying on elevation and fortification to tidal barriers.

Table 2-E-R

THE SEA ALSO RISES: Required Response to Recommendations from Eureka City Council (F3, F4, F5, F8, F9, R1, R2)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R1. Formal commitment from the Board of Supervisors, the City Councils of both Arcata and Eureka, and the Board of Commissioners of the Humboldt Bay Harbor, Recreation, and Conservation District (Harbor District) to address SLR by 09/30/2022.	✘					The council has implemented this recommendation in its 2021-2022 Strategic Visioning Plan, the 2040 General Plan, and Resolution X.
R2. The Board of Supervisors, elected officials from Arcata, Eureka, and the Harbor District should form a Humboldt Bay SLR Steering Committee composed of senior members from each entity who have decision-making authority; by 12/01/2022.	✘					With Resolution X, the City agrees to participate in a potential steering committee. Note, however, the Humboldt Bay SLR Regional Planning Feasibility Study is incomplete and has not yet been shared with the council or public.

Table 2-BOS-F

THE SEA ALSO RISES: Required Response to Findings from Humboldt County Board of Supervisors (F3, F4, F5, F8, F9, R1, R2)

FINDINGS	A	DP	DC	DNR	NOTES*
F3 SLR adaptation and mitigation will incur ongoing costs that will require the political entities surrounding Humboldt Bay to agree to cost sharing.	✘				Immediate and ongoing commitment to SLR adaptation is essential. A process is needed for formation of common vision for SLR adaptation. Organizing federal, state, local agencies in a planning group with a singular vision is incredibly complex. It is premature for the county to commit to cost sharing or staff time.
F4. The costs associated with SLR mitigation efforts will be significant	✘				Grant funding has assisted preparation of more than 20 reports available on the SLR section of the Planning and Building Department's Local Coastal Plan Update web page and the Public Works SLR web page.
F5. Developing and implementing solution is urgent.	✘				Surveys indicate a lack of consensus on the height and timing of SLR.
F8. Former industrial and other contaminated sites around the Bay are susceptible to SLR. SLR could push the contamination into wetlands, creeks, and even Humboldt Bay itself, making it harder to mitigate and clean up.	✘				Contaminated sites are being identified and targeted for cleanup.
F9. Research studies of SLR impacts around Humboldt Bay indicate that if no action is taken by 2050, monthly maximum high tides will overtop bay barriers and flood existing infrastructure, wetlands and low-lying communities.	✘				Competing and conflicting interest present challenges to SLR adaptation.

Table 2-BOS-R

THE SEA ALSO RISES: Required Response to Recommendations from Humboldt County Board of Supervisors (F3, F4, F5, F8, F9, R1, R2)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R1. Formal commitment from the Board of Supervisors, the City Councils of both Arcata and Eureka, and the Board of Commissioners of the Humboldt Bay Harbor, Recreation, and Conservation District (Harbor District) to address SLR by 09/30/2022.		×				The county has committed to addressing SLR. We have many reports addressing the issue including an assessment of vulnerable assets.
R2. The Board of Supervisors, elected officials from Arcata, Eureka, and the Harbor District should form a Humboldt Bay SLR Steering Committee composed of senior members from each entity who have decision-making authority; by 12/01/2022.			×			The composition and decision-making authority of the recommended steering committee needs further research.

Table 2-A-F

THE SEA ALSO RISES: Required Response to Findings from Arcata City Council (F3, F4, F5, F8, F9, R1, R2)

FINDINGS	A	DP	DC	DNR	NOTES*
F3 SLR adaptation and mitigation will incur ongoing costs that will require the political entities surrounding Humboldt Bay to agree to cost sharing.		×			The Council agrees that immediate and ongoing commitment to adaptation and mitigation is essential to addressing the threats posed by SLR and agrees that regional collaboration is essential to effective planning and implementation of adaptation and mitigation measures. It cannot commit to cost sharing and/or allocation of staff time for a regional planning group without any information on the proposed group. it should not be assumed creating a new regional governmental entity will be the most effective, efficient or just approach to regional collaboration.
F4. The costs associated with SLR mitigation efforts will be significant	×				The City has been, and will continue to pursue funding sources for SLR adaptation work such as the Elk River Estuary and Tidal Wetlands Enhancement Project.

<p>F5. Developing and implementing solution is urgent.</p>	<p>✘</p>			<p>The City has been planning SLR since 2013 including more than 40 public meetings, and grants to study SLR rates, vulnerability, effects, habitat mapping, and best policy. Background reports were produced in 2014-2016, two risk assessments in 2018, including "Sea Level Rise in the Humboldt Bay Region" (Northern Hydrology & Engineering 2018), and the "City of Arcata Sea Level Rise Vulnerability Assessment" (Laird 2018).</p>
<p>F8. Former industrial and other contaminated sites around the Bay are susceptible to SLR. SLR could push the contamination into wetlands, creeks, and even Humboldt Bay itself, making it harder to mitigate and clean up.</p>	<p>✘</p>			<p>The City has secured an approximately \$360,000 Brownfields Cleanup Grant from the U.S.E.P.A. to clean up the former Little Lakes Industries site. The City has also secured a Technical Assistance grant from the EPA to evaluate former mill sites to ensure dioxins and other contaminants are identified and cleaned up as necessary. The City's LCP zoning provides strategic land use incentives for industrial sites to convert to cleaner uses.</p>
<p>F9. Research studies of SLR impacts around Humboldt Bay indicate that if no action is taken by 2050, monthly maximum high tides will overtop bay barriers and flood existing infrastructure, wetlands and low-lying communities.</p>	<p>✘</p>			<p>Areas around Humboldt Bay are already vulnerable to flood damage at current water levels, segments of the bay barrier have already overtopped, and additional segments will be vulnerable with different amounts of SLR, with uncertainty around when sea levels will be reached and overtopping will occur. Low-lying areas around Humboldt Bay are not only going to be affected by overtopping of bay barriers by tidewaters, but also by rising and potentially emergent groundwater, and by reduced stormwater drainage capacity, especially when rainfall events coincide with high ocean water levels. SLR adaptation will be more complex and varied than solely relying on elevation and fortification of tidal barriers.</p>

Table 2-A-R

THE SEA ALSO RISES: Required Response to Recommendations from Arcata City Council (F3, F4, F5, F8, F9, R1, R2)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
<p>R1. Formal commitment from the Board of Supervisors, the City Councils of both Arcata and Eureka, and the Board of Commissioners of the Humboldt Bay Harbor, Recreation, and Conservation District (Harbor District) to address SLR by 09/30/2022.</p>	✘					<p>SLR has been included in Council's Goals and Priority Projects since 2015. The Council's current fiscal year goals include SLR in the Local Coastal Program update and projects that address climate change in general.</p>
<p>R2. The Board of Supervisors, elected officials from Arcata, Eureka, and the Harbor District should form a Humboldt Bay SLR Steering Committee composed of senior members from each entity who have decision-making authority; by 12/01/2022.</p>	✘					<p>Council implements this recommendation by adopting Resolution No. 223-12 committing to City participation in a Steering Committee to discuss and provide direction regarding regional coordination on SLR adaptation and mitigation in the Humboldt Bay region. However, Council questions whether the Steering Committee should include additional members beyond City, County and Harbor District representatives. ... The Humboldt Bay Sea Level Rise Regional Planning Feasibility Study is incomplete and has not been shared with Council or the general public. It should not a foregone conclusion the Steering Committee will agree with the Study's conclusions and follow its recommendations, including any recommendation for a new regional government entity. The purpose of the Steering Committee should be to use the Study and other input to make independent recommendations on regional collaboration, as part of a larger, ongoing, community discussion about climate change mitigation and resilience.</p>

Table 2-HB-F

THE SEA ALSO RISES: Required Response to Findings from

Humboldt Bay Harbor, Recreation, and Conservation District (F3, F4, F5, F8, F9, R1, R2)

FINDINGS	A	DP	DC	DNR	NOTES*
F3 SLR adaptation and mitigation will incur ongoing costs that will require the political entities surrounding Humboldt Bay to agree to cost sharing.			✘		The Board cannot commit to cost sharing and/or allocation of staff time for a regional planning group. It should not be assumed creating a new regional governmental entity will be the most effective, efficient, or just approach to regional collaboration.
F4. The costs associated with SLR mitigation efforts will be significant	✘				The District has been, and will continue to diligently pursue funding sources for sea level rise adaptation work.
F5. Developing and implementing solution is urgent.	✘				The District has been actively planning for sea level rise since at least 2011. In that time, the District has held many public meetings on the topic, secured multiple grants, and implemented substantial contaminated site cleanup.
F8. Former industrial and other contaminated sites around the Bay are susceptible to SLR. SLR could push the contamination into wetlands, creeks, and even Humboldt Bay itself, making it harder to mitigate and clean up.	✘				The District understands the threat of mobilization of soil and groundwater contamination as a result of sea level rise. The District has secured substantial grants from the U.S. Environmental Protection Agency (EPA) to clean up the Redwood Marine Terminal II industrial site. The District has also recently secured additional EPA funds to study the potential of contamination at the RMT I site. The District has also secured a Technical Assistance grant from the EPA to evaluate former mill sites to ensure dioxins and other contaminants are identified and cleaned up as necessary.
F9. Research studies of SLR impacts around Humboldt Bay indicate that if no action is taken by 2050, monthly maximum high tides will overtop bay barriers and flood existing infrastructure, wetlands and low-lying communities.	✘				It is important to note that many areas around Humboldt Bay are already vulnerable to significant flood damage at current water levels, segments of bay barrier have already overtopped, and additional segments will be vulnerable with different amounts of sea level rise, with uncertainty around when sea levels will be reached and overtopping will occur. Many of the levees and flood control structures around Humboldt Bay are aging, in need of maintenance, and subject to failure.

Table 2-HB-R

THE SEA ALSO RISES: Required Response to Recommendations from Humboldt Bay Harbor, Recreation, and Conservation District (F3, F4, F5, F8, F9, R1, R2)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R1. Formal commitment from the Board of Supervisors, the City Councils of both Arcata and Eureka, and the Board of Commissioners of the Humboldt Bay Harbor, Recreation, and Conservation District (Harbor District) to address SLR by 09/30/2022.	✘					Combating climate change and preparing for sea level rise have consistently been goals of the District since at least 2011. To formalize this commitment, the Board adopts the Resolution 2022-11 to affirm the District's commitment to adapting to and mitigating the adverse effects of sea level rise and directing staff to make this commitment a priority in their planning efforts.
R2. The Board of Supervisors, elected officials from Arcata, Eureka, and the Harbor District should form a Humboldt Bay SLR Steering Committee composed of senior members from each entity who have decision-making authority; by 12/01/2022.		✘				The Board implements this recommendation by adopting Resolution 2022-11 committing to District participation in a Steering Committee to discuss and provide direction regarding regional coordination on sea level rise adaptation and mitigation in the Humboldt Bay region. However, the Board questions whether the Steering Committee should include additional members beyond City, County, and Harbor District representatives.

THE SEA ALSO RISES: Invited Response from California Coastal Commission

Please see the CCC’s general narrative invited response posted on the civil grand jury website

<https://humboldt.gov/510/Civil-Grand-Jury>

Letter from Melissa B. Kraemer (North Coast District Manager), Shana Gray

(Deputy Director, North Coast District & Statewide Planning Unit), and Awbrey Yost

(Climate Change Analyst), California Coastal Commission to Humboldt County Civil Grand Jury, August 15, 2022 [2 Response from CCC 08/15/22.pdf]

3.0 DISTRUST, DISAGREEMENTS, DYSFUNCTION: Non-Communication Minus Cooperation Divided by Variable Policies and Multiplied by Missing Reports Equals Financial Chaos

06/02/2022

Required Responses Due August 02, 2022 from:

Humboldt County Auditor-Controller Karen Paz Dominguez (F1, F3, F4, F6, F7, F8, F9, F10, F11, F12, F13, F14, F15, F16, R1, R2, R3, R4, R5, R6, R8, R9, R10, R11, R12, R13, R14, R15, R16, R17, R18) *

* Did not respond

Humboldt County Chief Administrative Officer (F3, F6, F9, F12, F13, F14, F17, R3, R5, R6, R8, R9, R10, R11, R14, R19)

Humboldt County Interim Treasurer-Tax Collector (F7, F8, F13, R11, R12, R14)

Humboldt County Sheriff (F4, F11, F12, F14, R3)

Humboldt County Department of Public Works (F4, F9, F11, F12, F14, R3)

Humboldt County Department of Health & Human Services (F4, F9, F10, F11, F12, F14, F15, R3)

Required Responses Due September 02, 2022 from

Humboldt County Board of Supervisors (F5, F6, F13, F14, F16, F17, R1, R4, R5, R6, R7, R8, R9, R14, R17, R18, R19)

A short explanation is necessary to place the fourteen *Did Not Responds* by the Auditor-Controller into context. At the time of this report the relationship between the Auditor-Controller and the County was strained and difficult at best. The Auditor-Controller, up for reelection, instead of responding to the Civil Grand Jury report findings in the mandated Penal Code protocols, chose instead to respond by holding a press conference and accusing the Civil Grand Jury of politically based unprofessional behavior.

It should also be noted the Civil Grand Jury attempted to get a specifically named Auditor-Controller to respond to their findings, thus not mandating the position to respond but asking the individual to respond. The subsequent Auditor-Controller was under no obligation to respond.

RESPONSE SUMMARY MATRIX

This provides a count of the total number of agreements or disagreements with the respective findings and the responses to the 2021-2022 civil grand jury's recommendations.

FINDINGS		RECOMMENDATIONS	
A	AGREE	I	IMPLEMENTED
DP	DISAGREE PARTIALLY	WI	WILL IMPLEMENT
DC	DISAGREE COMPLETELY	FS	FURTHER STUDY
DNR	DID NOT RESPOND	FR	FUNDING REQUIRED
		WNI	WILL NOT IMPLEMENT

TABLES	FINDINGS				RECOMMENDATIONS				
	A	DP	DC	DNR	I	WI	FS	FR	WNI
3-S-F 3-S-R	4					1			
3-DHHS-F 3-DHHS-R	5	2				1			
3-CAO-F 3-CAO-R	5	2			1	6			2
3-TTC-F 3-TTC-R	3					3			
3-PW-F 3-PW-R	3	2				1			
3-BOS-F 3-BOS-R	4	2			2	5			4
Auditor-Controller				14					

- F Findings
- R Recommendations
- S Humboldt County Sheriff
- DHHS Humboldt County Department of Health & Human Services
- CAO Humboldt County Chief Administrative Officer
- TTC Humboldt County Interim Treasurer-Tax Collector
- PW Humboldt County Department of Public Works
- BOS Humboldt County Board of Supervisors

Table 3-S-F
DISTRUST, DISAGREEMENTS, DYSFUNCTION: Required Responses to Findings from Humboldt County Sheriff (F4, F11, F12, F14, R3)

FINDINGS	A	DP	DC	DNR	NOTES*
F4: The OAC and County departments have different interpretations of fiscal policies; therefore, they utilize different operational reporting structures and technology resulting in inefficient operations and delayed budget and audit reporting.	×				The Sheriff's Office current Deputy Director of Financial and Support Services was onboarded 4 years ago and there were no fiscal policy trainings offered by the county or the Auditor-Controller's office to train her on county fiscal practices. She has had to learn the county processes & policies along the way, often having to rely on past practices or knowledge from other departments to assist her. There is currently no county budgetary software or in-depth best practices for budgeting training being offered to county departments. This leaves it up to the departments to devise their own methods and excel spreadsheets to complete their annual budgets. The county is also

					lacking a robust scheduling/time & attendance/payroll software that is capable of accommodating multiple MOU's and 24/7 staffing.
F11: Department financial managers have reported changes by the OAC to financial procedures made without timely notification or consultation are disruptive to their departments.	×				--
F12: Departments, other than that of the OAC, are not able to utilize Finance Enterprise workflow modules to submit journal entries, invoices and accounts receivable as well as run reports. This requires information to be entered into spreadsheets and transmitted to the OAC, where staff in that office, in a duplication of effort, enters the same information into Finance Enterprise.	×				Departments can enter invoices into the Accounts Payable system and they have the ability to run some reports. They do not have the ability to enter journal entries or billings for accounts receivable which is a duplicative effort. There are many reports that they do not have the ability to run which would be helpful to their operations.
F14 The County's financial procedures are decentralized in that different processes for accounting are used by different departments, including the use of spreadsheets and some use of paper timecards.	×				The County financial procedures are decentralized, but that doesn't mean their processes have to be different. The lack of opportunities for collaboration with the Auditor Controller's Office and other departments in order to standardize processes throughout the county is the predominant problem. Furthermore, the reason the Sheriff's Office is still on "paper timecards" is due to the lack of a robust scheduling/time & attendance/payroll software that is capable of accommodating multiple MOU's and 24/7 staffing. The Sheriff's Office strongly desires to eliminate the paper processes but has had no opportunity to collaborate with the Auditor Controller's office, IT department, and Human Resources to achieve this goal despite multiple requests over the years.

					The Sheriff's Office support R1, R2, R3, and R4 and requests that R16 include department involvement in any changes to software technology and standardization to ensure that any future technology purchased by the county or any new standardized practices being put into place will work effectively for departments as well.
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Table 3-1-2

DISTRUST, DISAGREEMENTS, DYSFUNCTION: Required Response to Recommendations from Humboldt County Sheriff (F4, F11, F12, F14, R3)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R3: The OAC, in cooperation with financial managers from County departments, should develop an agreed-upon written process for recommending, implementing, and giving notice of changes to financial procedures. This should be completed by 10/01/2022 (F1, F4, F10, F11, F14)			✘			Additional time is needed to research and work with the Auditor Controller to implement the changes. The Sheriff's Office is committed to work with the Auditor Controllers office to develop the written process that will assist with educating and training our finance teams regarding any changes in policies and procedures.

Table 3-DHHS-F

DISTRUST, DISAGREEMENTS, DYSFUNCTION: Required Response to Findings from Humboldt County Department of Health & Human Services (F4, F9, F10, F11, F12, F14, F15, R3)

FINDINGS	A	DP	DC	DNR	NOTES*
F4: The OAC and County departments have different interpretations of fiscal policies; therefore, they utilize different operational reporting structures and technology resulting in inefficient operations and delayed budget and audit reporting.		✘			DHHS is primarily funded by Federal and State government and therefore must adhere to these agency's claiming and reporting requirements, timelines, templates, and technology systems that

					go beyond the County's financial reporting requirements and timelines. There were instances in which the OAC without consultation with DHHS interpreted DHHS interpreted contracts or components in ways that neither DHHS or the contractor intended.
F9: The OAC did not file financial reports and audits on time as required by the Federal Government and the State of California in 2019, 2020, 2021 and 2022, causing loss of substantial public funds to the County, schools and special districts, and putting past, current, and future funds at risk.	×				
F10: The OAC made changes to the chart of accounts and object lines resulting in deletion of data leading to the inability for County programs to make claims for reimbursements.		×			Changes by the OAC to the chart of accounts and object lines caused DHHS to lose data integrity and tracking from the Board of Supervisors approved budget.
F11: Department financial managers have reported changes by the OAC to financial procedures made without timely notification or consultation are disruptive to their departments.	×				
F12: Departments, other than that of the OAC, are not able to utilize Finance Enterprise workflow modules to submit journal entries, invoices and accounts receivable as well as run reports. This requires information to be entered into spreadsheets and transmitted to the OAC, where staff in that office, in a duplication of effort, enters the same information into Finance Enterprise.	×				
F14 The County's financial procedures are decentralized in that different processes for accounting are used by different departments, including the use of spreadsheets and some use of paper timecards.	×				
F15: Adjustments or corrections to financial items in the accounting system, called journal entries, were not posted in a timely manner by the OAC resulting in County departments not having accurate information to determine current budget funds and bank balances.	×				

Table 3-DHHS-R

DISTRUST, DISAGREEMENTS, DYSFUNCTION: Required Response to Recommendations from Humboldt County Department of Health & Human Services (F4, F9, F10, F11, F12, F14, F15, R3)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R3: The OAC, in cooperation with financial managers from County departments, should develop an agreed-upon written process for recommending, implementing, and giving notice of changes to financial procedures. This should be completed by 10/01/2022 (F1, F4, F10, F11, F14)		×				DHHS will cooperate with the OAC.

Table 3-CAO-F

Distrust, Disagreements, Dysfunction: Required Response to Findings from

Humboldt County Administrative Officer (F3, F6, F9, F12, F13, F14, F17, R3, R5, R6, R8, R9, R10, R11, R14, R19)

FINDINGS	A	DP	DC	DNR	NOTES*
<p>F3: The OAC did not submit a proposed budget to the County Administrative Office for Fiscal Years 2020/2021, 2021/2022, or 2022/2023 where, per established procedures, staffing requests are to be made.</p>	×				<p>The CAO, after receiving direction from the Board of Supervisors during open session and the mid-year budget report, provides departments their fixed cost estimates for the coming year and the amount of General Fund allocation they will receive. ... Typically in April, departments come before the Board during two informational meetings to discuss directly with the Board the condition of their budgets and programs. ... The CAO ... makes a recommendation to the Board in June in the form of the Proposed Budget. The OAC did not participate in any of these processes for FY 20-21, 21-22, or 22-23.</p>
<p>F6: Humboldt County Code, Sec. 241-6(a) requires the County Administrative Officer and the OAC to cooperate in the preparation of the County's annual budget. There is a general obligation that the two offices collaborate to ensure fiscal responsibility; however, this is being obstructed by a breakdown of trust and communications between the two offices.</p>	×				<p>Since the appointment of an Interim Auditor-Controller, there has been an increase in communication and collaboration.</p>
<p>F9: The OAC did not file financial reports and audits on time as required by the Federal Government and the State of California in 2019, 2020, 2021 and 2022, causing loss of substantial public funds to the County, schools and special districts, and putting past, current, and future funds at risk.</p>	×				<p>Interim Auditor-Controller has developed a corrective action plan to have the outstanding financial audits and financial transaction reports through fiscal year 2021-22 finalized by 06/30/2023. This plan has been reviewed by the state.</p>
<p>F12: Departments, other than that of the OAC, are not able to utilize Finance Enterprise workflow modules to submit journal entries, invoices and accounts receivable as well as run reports. This requires information to be entered into spreadsheets and transmitted to the OAC, where staff in that office, in a</p>		×			<p>Departments can submit invoices into Finance Enterprise. However, department staff, other than that of the Auditor-</p>

<p>duplication of effort, enters the same information into Finance Enterprise.</p>					<p>Controller, cannot submit journal entries and accounts receivables. Department staff can run certain reports but have had their permissions limited by the Auditor-Controller to run other reports. Staff, working with a third-party consultant, have developed a plan to automate and streamline a number of processes in the county's financial software.</p>
<p>F13: The County paid unnecessary credit card interest; lost bank interest; paid for consultants to assist with finances and other professional or personnel services; faced delays in receiving funds; paid fines and late fees; and missed opportunities to secure grants. These losses were the results of payments or required reports not submitted on time by the OAC.</p>	<p>×</p>				<p>--</p>
<p>F14 The County's financial procedures are decentralized in that different processes for accounting are used by different departments, including the use of spreadsheets and some use of paper timecards.</p>		<p>×</p>			<p>The central agencies responsible for issuing financial procedures are the Auditor-Controller and CAO. Each department then may produce their own department-specific procedures that allow them to more streamline application of rules from the central agencies to their individual programs.</p>
<p>F17: The County Administrative Officer is responsible for supervising County business affairs, as charged by the Board of Supervisors, specifically including, supervising all departments for whom the Board adopts an annual budget.</p>	<p>×</p>				<p>The CAO is charged with supervising the affairs of the county and those entities for whom the Board adopts an annual budget. It enforces and carries out the Board's policies, coordinates the administration of departments and services under the CAO's supervision and makes recommendations on transferring personnel a services between them. The CAO, in cooperation with the Auditor-Controller, supervises the budget, and reviews all requests for additional personnel and makes recommendations to the Board on those matters.</p>

					Finally, upon direction from the Board, the CAO may assist in performing evaluations of department heads, and recommend to the Board appointment, reassignment, reduction or discipline up to and including termination.
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Table 3-CAO-R

Distrust, Disagreements, Dysfunction: Required Response to Recommendations from

Humboldt County Administrative Officer (F3, F6, F9, F12, F13, F14, F17, R3, R5, R6, R8, R9, R10, R11, R14, R19)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R3: The OAC, in cooperation with financial managers from County departments, should develop an agreed-upon written process for recommending, implementing, and giving notice of changes to financial procedures. This should be completed by 10/01/2022 (F1, F4, F10, F11, F14)		✘				The county contracted with the accounting and financial services consultant Macias, Gini & O'Connell, LLP (MGO) to develop and update the County's Financial Policies Manual to serve this very purpose. The draft manual was completed by MGO in the fall of 2021.
R5: The Humboldt County Civil Grand Jury recommends the Auditor-Controller follow established procedures by submitting an annual budget proposal to the County Administrative Office for Fiscal Year 2022/2023, and for each subsequent fiscal year. (F3, F6)		✘				--
R6: The Humboldt County Civil Grand Jury recommends that with the Fiscal Year 2022/2023 budget request, the Auditor-Controller submit a plan to meet operational requirements, including staffing requirements needed to achieve the plan's goal. When the budget request is approved, the plan, which will reduce the need for the County to hire consultants, should be implemented by June 30, 2023. (F3, F6)		✘				The CAO will work with the new Auditor-Controller to determine needs to meet operational requirements and available resources to meet those needs, and will return to the Board if necessary for approval.
R8: The HCCGJ recommends the Board of Supervisors establish an Advisory Committee to include the County Administrative Officer, OAC and Board appointees of no less than three other elected officers or department heads. This committee may include a facilitator to help enable the transfer of institutional knowledge, set goals and build on complementary strengths. The HCCGJ recommends this committee be established by 10/01/2022. (F2, F4, F5, F6)		✘				The county has an established Audit Committee which, if utilized by the Auditor-Controller can be built upon to fulfill many of the objectives outlined above. The current Audit Committee

						includes the Auditor-Controller, the CAO and the Treasurer Tax Collector as nonvoting members.
R9: The Humboldt County Civil Grand Jury recommends the Advisory Committee convene on a regularly scheduled monthly basis or more frequently whenever a majority of the members deems it desirable or necessary. Effective upon establishment of the committee. (F5, R8)						<p>×</p> <p>The county has an established Audit Committee in large part due to communication issues that are not anticipated to continue under new leadership in the Auditor-Controller's Office. Staff are currently meeting as needed with the Auditor-Controller and communication has improved. That arrangement is proving effective.</p>
R10: The Humboldt County Civil Grand Jury recommends the County Administrative Officer and the Auditor-Controller establish effective communications in person, by telephone and by email, actively seeking mutual agreements for the general welfare of the County. (F5, F6)						<p>×</p> <p>The CAO and Auditor have established bi-weekly standing meetings and have been in regular communication as needed.</p>
R11: The Humboldt County Civil Grand Jury recommends the Auditor-Controller and Treasurer-Tax Collector begin reconciling cash and investment accounts for which they are responsible no later than the last day of each month for the preceding month as required by Government Code §26905. The Grand Jury recommends this commence at the beginning of the new fiscal year on 07/01/2022. (F7)						<p>×</p> <p>Staff from the Treasurer-Tax Collector and the CAO's office have been working together since April 2022 to reconcile cash and investment accounts for FY 2019-20 and subsequent years. The CAO/Chief Financial Officer has continued this work as Interim Assistant Auditor-Controller since July 1, 2022, in the Auditor-Controller's office. Action plans submitted to the State Controller's Office and the county's outside auditing firm CliftonLarsonAllen incorporate cash and investment reconciliation processes that will continue to be</p>

						performed by the Auditor Controller's office on an ongoing basis.
R14: The HCCGJ recommends if the OAC anticipates a required financial report or audit cannot be filed on time, the Board of Supervisors be notified and assistance be requested from the County Administrative Officer, and if needed, from the Treasurer-Tax Collector, impacted departments or agencies, and the State Controller's Office. (F9, F13, R13)					×	The recommendation is for the Auditor-Controller to notify the Board of Supervisors and request assistance from the CAO and if needed other departments or agencies.
R19: The County Administrative Officer should comply with the County Code requirement of supervising all County departments by requiring all departments to submit financial documents to the OAC within the timeframe and in the manner necessary to meet established reporting and filing deadlines.		×				The CAO is charged with supervising the affairs of the county and those entities for whom the Board adopts an annual budget. ... The CAO, in cooperation with the Auditor-Controller, supervises the budget, and reviews all requests for additional personnel and makes recommendations to the Board on those matters. The CAO may assist in performing evaluations of department heads, and recommend to the Board appointment, reassignment, reduction or discipline County review the performance.

Table 3-TTC-F
DISTRUST, DISAGREEMENTS, DYSFUNCTION: Required Response to Findings from
Humboldt County Interim Treasurer-Tax Collector (F7, F8, F13, R11, R12, R14)

FINDINGS	A	DP	DC	DNR	NOTES*
F7: With transactions of more than \$5 million per day by the Treasurer-Tax Collector, failure to reconcile cash and investment accounts creates a general lack of transparency and possible General Ledger posting errors. These include bank transactions or debits and credits to funds overseen by the Treasurer-Tax Collector and the OAC which may be over or understated, thereby compromising the integrity of financial statements.	×				--
F8: The OAC notified the Treasurer-Tax Collector that a "certificate of the auditor" would no longer be provided as a receipt for deposits to the Treasury but did not establish an	×				--

alternative control procedure as provided by statute and recommended by the Treasurer-Tax Collector.					
F13: The County paid unnecessary credit card interest; lost bank interest; paid for consultants to assist with finances and other professional or personnel services; faced delays in receiving funds; paid fines and late fees; and missed opportunities to secure grants. These losses were the results of payments or required reports not submitted on time by the OAC.	✘				--

Table 3-TTC-R
DISTRUST, DISAGREEMENTS, DYSFUNCTION: Required Response to Recommendations from
Humboldt County Interim Treasurer-Tax Collector (F7, F8, F13, R11, R12, R14)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R11: The HCCGJ recommends the Auditor-Controller and Treasurer-Tax Collector begin reconciling cash and investment accounts for which they are responsible no later than the last day of each month for the preceding month as required by Government Code §26905. The Grand Jury recommends this commence at the beginning of the new fiscal year on 07/01/2022. (F7)		✘				Bank reconciliations are critical to county operations. The Treasurer-Tax Collector's Office is currently working to bring bank reconciliations for FY 2019-20 to current up to date in partnership with the Interim Assistant Auditor Controller and Interim Auditor Controller. GC §27002 requires the Treasurer-Tax Collector to keep daily records of all banking activities for all accounts and this process is current within the department. Government code §26905 requires the Auditor-Controller to reconcile the monthly bank statements for all accounts using the Treasurer- Tax Collector's daily reconciliation records as a guide to trace transactions from the monthly bank statement to the general ledger. The check and balance are critical between the two departments, and it is not appropriate for

						staff in the Treasurer-Tax Collector's office to perform the reconciliation of the monthly bank statements because this would essentially be auditing their own work
R12: The HCCGJ recommends the Auditor-Controller either reinstate issuing "certificates of the auditor" or reach an agreement with the Treasurer- Tax Collector for an alternative control procedure as directed by Government Code §27008. The Grand Jury recommends this commence at the beginning of the new fiscal year on 07/01/2022. (F8)		×				Any department or pool participant that deposits funds into the county Treasury should receive a certificate of the auditor that confirms the funds being deposited with the Treasurer and where in the general ledger that deposit is being posted at the time of deposit.
R14: The HCCGJ recommends if the OAC anticipates a required financial report or audit cannot be filed on time, the Board of Supervisors be notified and assistance be requested from the CAO, and if needed, from the Treasurer-Tax Collector, impacted departments or agencies, and the State Controller's Office.		×				The Treasurer-Tax Collector's Office will assist as needed.

Table 3-PW-F

DISTRUST, DISAGREEMENTS, DYSFUNCTION: Required Response to Findings from Humboldt County Public Works (F4, F9, F11, F12, F14, R3)

FINDINGS	A	DP	DC	DNR	NOTES*
F4: The OAC and County departments have different interpretations of fiscal policies; therefore, they utilize different operational reporting structures and technology resulting in inefficient operations and delayed budget and audit reporting.		×			Humboldt County Public Works uses an additional operation reporting structure for management of the road fund which is required by the State Controller for the annual Road Report. The additional structure is a cost accounting management system that costs out expenditures by project, road, and activity numbers to greater detail

				<p>than is available through the county finance system. This additional system does not cause delay to budget and audit reporting as the system is independent from county finance system and is balanced to the finance system on a monthly and annual basis by Public Works finance staff. Both reports from both the county finance system and the Public Works cost accounting management system are included in the annual filing of the Road Report which is completed by a representative of the State Controller's Office.</p>
<p>F9: The OAC did not file financial reports and audits on time as required by the Federal Government and the State of California in 2019, 2020, 2021 and 2022, causing loss of substantial public funds to the County, schools and special districts, and putting past, current, and future funds at risk.</p>	<p>×</p>			<p>Humboldt County Public Works has been unable to file an indirect cost rate with the Department of Transportation since fiscal year 2018-19 as the Financial Statements for the subsequent years listed in finding F9 have not been filed with the State of California. The Public Works department utilizes an indirect cost rate to recoup overhead and administrative costs that are otherwise not directly reimbursable through project billings. The department can retroactively seek reimbursement for expenses related to the department's approved indirect cost rate so long as the project has not been closed. The department must adhere to strict timelines for project closeout once construction related to the project has been completed. The department is not able to keep a project open indefinitely solely for the purpose of claiming the</p>

				<p>overhead included in our indirect cost rates which have not been filed due to delinquent financial reports that have not been filed by the Auditor/Controller. The loss of funding and the risk to future funding related to the indirect cost rate increases the longer these financial reports and audits remain unfiled. Additionally, the Department of Transportation has disallowed funding for all future projects until annual financial reports are completed.</p>
<p>F11: Department financial managers have reported changes by the OAC to financial procedures made without timely notification or consultation are disruptive to their departments.</p>	<p>×</p>			<p>Changes to financial procedures have created additional work for departments as these changes have impacted departments' Board approved budgets. Line items that were approved by the Board were inactivated mid-year in the county's financial system without prior notification to departments. These changes to local accounting procedures required departments to process additional appropriation transfers to open allowable lines. This caused delays in vendor payments being processed and increased the number of journals that had to be created and posted in the county's finance system. These changes were made without notice and departments were individually made aware as normal workflow was halted by Auditor-Controller staff. Additionally, changes in financial procedures created additional costs for the Public Works Road Fund because the state</p>

					mandated Cost Accounting Management System utilized by the department had to be reprogrammed to accommodate the changes.
F12: Departments, other than that of the OAC, are not able to utilize Finance Enterprise workflow modules to submit journal entries, invoices and accounts receivable as well as run reports. This requires information to be entered into spreadsheets and transmitted to the OAC, where staff in that office, in a duplication of effort, enters the same information into Finance Enterprise.					Permitting departments to submit journal entries through workflow would allow department to process journals and let the financial system alert when errors are on the journal before it goes to the Auditor Controller's office. This would decrease workload for Auditor-Controller staff communicating back and forth with departments over errors or system blocks and decrease timeline for posting journals to the finance system. Being able to run reports is vital for any financial department and not giving staff access and/or removing staff access without prior notification has slowed down process with one staff member having to ask another to run a report for them. New entry level staff have not been giving access to modify accounts payable entries for all Public Works budgets which causes inequitable division of workloads for senior and management staff and increased costs to departments.
F14 The County's financial procedures are decentralized in that different processes for accounting are used by different departments, including the use of spreadsheets and some use of paper timecards.					Public Works uses the county financial system, but the department is also required to have and maintain a cost accounting system for project tracking. The county's financial system does not track to the level that is needed for project reimbursement. Public Works has a large volume

					of staff that do not use computers as it is not required of their job, this requires paper timecards to be used. The county time tracking system is not a job costing system and does not allow for the level of detail required for the department's cost accounting system for project tracking and billing.
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Table 3-PW-R

DISTRUST, DISAGREEMENTS, DYSFUNCTION: Required Response to Recommendations from Humboldt County Public Works (F4, F9, F11, F12, F14, R3)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R3: The OAC, in cooperation with financial managers from County departments, should develop an agreed-upon written process for recommending, implementing, and giving notice of changes to financial procedures. This should be completed by 10/01/2022 (F1, F4, F10, F11, F14)		×				Having written processes and procedures in place will ensure cross departmental understanding of financial procedures and will mitigate miscommunications and potential delays to county workflow.

Table 3-BOS-F

Distrust, Disagreements, Dysfunction: Required Response to Findings from Humboldt County Board of Supervisors (F5, F6, F13, F14, F16, F17, R1, R4, R5, R6, R7, R8, R9, R14, R17, R18, R19)

FINDINGS	A	DP	DC	DNR	NOTES*
F5: The Board of Supervisors is responsible for the administration and management of the County's business practices; however, the Supervisors did not respond in an effective manner to information provided to them regarding dysfunction on many levels between the County Administrative Officer, Auditor-Controller, other elected officials, and department directors.		×			The Auditor-Controller is an independently elected official, and as such the Board of Supervisors has limited tools to direct their actions. The Board, however, in 2018 placed a measure on the ballot for voters to decide whether the position of Auditor-Controller and Treasurer-

					Tax Collector should become one position, the Director of Finance, and whether that position should be appointed by the Board of Supervisors. Such a position would allow the Board of Supervisors to more effectively and quickly solve finance-related issues while ensuring an experienced, qualified individual serves in that role.
F6: Humboldt County Code, Sec. 241-6(a) requires the County Administrative Officer and the OAC to cooperate in the preparation of the County's annual budget. There is a general obligation that the two offices collaborate to ensure fiscal responsibility; however, this is being obstructed by a breakdown of trust and communications between the two offices.					The County Administrative Office (CAO), after receiving direction from the Board, during open session and the mid-year budget report, provides departments their fixed cost estimates for the coming year (salary and benefits costs; insurance; Information Technology charges; Purchasing; Motorpool, etc.) as well as the amount of General Fund allocation they will receive. At the mid-year budget report, the Board also provides direction on priorities for any additional General Fund requests that departments may have.
F13: The County paid unnecessary credit card interest; lost bank interest; paid for consultants to assist with finances and other professional or personnel services; faced delays in receiving funds; paid fines and late fees; and missed opportunities to secure grants. These losses were the results of payments or required reports not submitted on time by the OAC.					--
F14 The County's financial procedures are decentralized in that different processes for accounting are used by different departments, including the use of spreadsheets and some use of paper timecards.					All county departments use the same central financial software for accounting, CentralSquare Technologies, Finance Enterprise. The central agencies responsible for issuing financial procedures are the Auditor-Controller and CAO. Each department then may produce their own department-specific

					<p>procedures that allow them to streamline application of rules from the central agencies to their individual programs. Some departments, including Department of Health and Human Services (DHHS) and Public Works must adhere to unique financial procedures, timelines and deadlines required by state and federal agencies. In other cases, like in the Sheriff's Office, the central software responsible for payroll, Executime, which feeds into Finance Enterprise, is not currently set up to handle the unique circumstances of, and portions of labor agreements that apply to, 24/7 employees like Sheriff's and Correctional Deputies. These factors have necessitated the use of other timekeeping measures than Executime.</p>
<p>F16: The Board of Supervisors adopted Resolution 21-128 affirming, unless otherwise authorized by law, all interest on monies deposited with the County belongs to and shall be paid quarterly into the General Fund and the OAC is authorized and directed to act in compliance with the resolution and Government Code section 53647.</p>	<p>✘</p>				<p>--</p>
<p>F17: The County Administrative Officer is responsible for supervising County business affairs, as charged by the Board of Supervisors, specifically including, supervising all departments for whom the Board adopts an annual budget.</p>	<p>✘</p>				<p>The Chief Administrative Officer is charged with supervising the affairs of the county and those entities for whom the Board adopts an annual budget. It enforces and carries out the Board's policies, coordinates the administration of departments and services under the Chief Administrative Officer's supervision and makes recommendations on transferring personnel services between them. The Chief Administrative Officer, in cooperation with the Auditor-</p>

					<p>Controller, supervises the budget, and reviews all requests for additional personnel and makes recommendations to the Board on those matters. Finally, upon direction from the Board, the Chief Administrative Officer may assist in performing evaluations of department heads, and recommend to the Board appointment, reassignment, reduction or discipline up to and including termination. The Board is ultimately charged with performing evaluations and retains appointing authority over non-elected department heads. The residents and voters of Humboldt County review the performance of elected officials, even though the Board adopts the annual budgets of the departments within which those elected officials operate.</p>
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Table 3-BOS-R
Distrust, Disagreements, Dysfunction: Required Response to Recommendations from Humboldt County Board of Supervisors (F5, F6, F13, F14, F16, F17, R1, R4, R5, R6, R7, R8, R9, R14, R17, R18, R19)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R1: The OAC should develop and maintain an accessible (and regularly updated) written and comprehensive operations policy and procedures manual that is available to current staff and new hires. The HCCGJ recommends a draft manual be completed by 12/31/2022, and fully implemented by 07/01/2023. (F1, F2, F4, F14)		✘				The county contracted with the accounting and financial services consultant Macias, Gini & O’Connell, LLP (MGO) to develop and update the County’s Financial Policies Manual to serve this very purpose. The draft manual was completed by MGO in the fall of 2021. County Counsel and the CAO have reviewed the manual and provided

						feedback. The prior Auditor-Controller had not provided feedback on the manual. The Interim Auditor-Controller Cheryl Dillingham is reviewing the manual and expected to provide feedback in early 2023. Presentation for possible adoption by the Board of Supervisors is anticipated in 2023.
R4: The HCCGJ recommends the OAC provide accessible, written policies and procedures to County departments, school and special districts and other organizations for which financial services are provided. These will clearly state terminology and methods required by the Auditor-Controller. The HCCGJ recommends this be completed by 12/31/2022, as part of the policies and procedures manual development. (F2, F4, F10, F11, F14)		×				--
R5: The Auditor-Controller follow established procedures by submitting an annual budget proposal to the County Administrative Office for Fiscal Year 2022/2023, and for each subsequent fiscal year. (F3, F6)			×			The Auditor-Controller submitted a budget proposal to the CAO for Fiscal Year 2022/23 which was incorporated into the Fiscal Year 2022/23 budget adopted on Sept. 27, 2022.
R6: With the Fiscal Year 2022/2023 budget request, the Auditor-Controller submit a plan to meet operational requirements, including staffing requirements needed to achieve the plan's goal. When the budget request is approved, the plan, which will reduce the need for the County to hire consultants, should be implemented by 06/30/2023. (F3, F6)		×				The CAO and new Auditor-Controller worked together to determine the needs to meet operational requirements and available resources in Fiscal Year 2022/23.
R7: When notified of conflicts between elected and appointed officials, the Board of Supervisors act promptly to investigate and take necessary actions. (F5)			×			--
R8: The HCCGJ recommends the Board of Supervisors establish an Advisory Committee to include the County Administrative Officer, OAC and Board appointees of no less than three other elected officers or department heads. This committee may include a facilitator to help enable the transfer of institutional knowledge, set goals and build on complementary strengths. The HCCGJ recommends this committee be established by 10/01/2022. (F2, F4, F5, F6)			×			The county has an established Audit Committee which, if utilized by the Auditor-Controller can be built upon to fulfill many of the objectives outlined above. The current Audit Committee includes the Auditor-Controller, the Chief Administrative Officer and the Treasurer Tax Collector as nonvoting

						members. The Board of Supervisors appointed two of its members to the committee, one special district or school member, and two qualified members of the public. The challenges with the Auditor-Controller, the Board of Supervisors, the CAO and other county departments was rooted in communication issues, which are improving under Ms. Dillingham serving as Interim Auditor-Controller and is anticipated to continue when she assumes the elected office after Jan. 1, 2023.
R9: The Humboldt County Civil Grand Jury recommends the Advisory Committee convene on a regularly scheduled monthly basis or more frequently whenever a majority of the members deems it desirable or necessary. Effective upon establishment of the committee. (F5, R8)					×	The county has an established Audit Committee in large part due to communication issues that are not anticipated to continue under new leadership in the Auditor-Controller's Office.
R14: The HCCGJ recommends if the OAC anticipates a required financial report or audit cannot be filed on time, the Board of Supervisors be notified and assistance be requested from the County Administrative Officer, and if needed, from the Treasurer-Tax Collector, impacted departments or agencies, and the State Controller's Office. (F9, F13, R13)					×	The recommendation is for the Auditor-Controller to notify the Board and request assistance from the CAO and if needed other departments or agencies.
R17: The OAC should post all journal entries no later than 30 days from the date they were submitted. (F15)					×	The recommendation is for the Auditor-Controller to post journal entries no later than 30 days from the date they were submitted. If needed, the Board may direct staff to develop and abide by policies adopted by the Board to ensure the Auditor-Controller can meet this timeline.

<p>R18: The OAC should comply with the Board of Supervisors' Resolution 21-128. (F16)</p>					<p>✘</p>	<p>The recommendation is for the Auditor-Controller to comply with Resolution 21-128. If needed, the Board may direct staff to develop and abide by policies adopted by the Board to ensure the Auditor-Controller can comply with Resolution 21-128.</p>
<p>R19: The County Administrative Officer should comply with the County Code requirement of supervising all County departments by requiring all departments to submit financial documents to the OAC within the timeframe and in the manner necessary to meet established reporting and filing deadlines.</p>		<p>✘</p>				<p>The Auditor-Controller creates their own guidelines and deadlines, not the Chief Administrative Officer. While the Chief Administrative Officer and county will strive to meet those requirements, it is incumbent upon the Auditor-Controller to clearly delineate and make reasonable the information, records, and deadlines they require and require departments to meet.</p>

4.0 CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES

06/14/2022

Required responses:

Within 60 days from the following individuals:

Humboldt County Sheriff (F4, F11, F12, F13, F14, F16, R4, R9, R10, R11, R12, R14)

Humboldt County IT Department (F1, R1) *

Arcata Police Department Chief of Police (F3, R3)

Eureka Police Department Interim Police Chief (F3, R3) *

Fortuna Police Department Chief of Police (F3, R3) *

Humboldt County Department of Health and Human Services (F22, F23, F26, R17, R18, R21)

Humboldt County Department of Human Resources (F29, R24)

Within 90 days from the following governing bodies:

Humboldt County Board of Supervisors (F2, F3, F4, F6, F7, F8, F9, F10, F11, F13, F14, F15, F17, F18, F19, F20, F21, F24, F25, F27, F28, F30, R2, R3, R4, R5, R6, R7, R8, R9, R11, R12, R13, R15, R16, R19, R20, R22, R23, R25)

* Did not respond

RESPONSE SUMMARY MATRIX

This provides a count of the total number of agreements or disagreements with the respective findings and the responses to the 2021-2022 civil grand jury's recommendations.

FINDINGS	
A	AGREE
DP	DISAGREE PARTIALLY
DC	DISAGREE COMPLETELY
DNR	DID NOT RESPOND

RECOMMENDATIONS	
I	IMPLEMENTED
WI	WILL IMPLEMENT
FS	FURTHER STUDY
FR	FUNDING REQUIRED
WNI	WILL NOT IMPLEMENT

TABLES	FINDINGS				RECOMMENDATIONS				
	A	DP	DC	DNR	I	WI	FS	FR	WNI
4-HR-F 4-HR-R		1				1			
4-DHHS-F 4-DHHS-R	3					1	1		
4-A-F 4-A-R	1						1	1	
4-BOS-F 4-BOS-R	18	3	1			1	4	1	12
4-HCSO-F 4-HCSO-R	8		1		1	3	2	2	1
IT				1					
Eureka PD				1					
Fortuna PD				1					

R Recommendations

HR Humboldt County Department of Human Resources

DHHS Humboldt County Department of Health and Human Services

A Arcata Police Department Chief of Police

Table 4-HCSO-F

CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES: Required Response to Findings from Humboldt County Sheriff's Office (F1, F2, F3, F4, F11, F12, F13, F14, F16, R1, R2, R3, R4, R9, R10, R11, R12, R14)

FINDINGS	A	DP	DC	DNR	NOTES*
F1: There is surplus and/or outdated IT department equipment stored in the Sheriff's Office. (R1)	✘				
F2: The Sheriff's Office Armor room lacks electronic locks and a steel door. (R2)	✘				
F3: There are four independent Dispatch Centers serving Humboldt County, located in Arcata, Eureka, Fortuna and at the Sheriff's Office. (R3)	✘				
F4: SWAP Farm barn has no doors to protect vehicles and hay from weather. (R4)	✘				
F11: The Shelter lacks sufficient kennels to house dogs. (R9)	✘				
F12: Currently the Shelter is closed to the public for adoptions on Saturdays. This is an impediment to potential adopters and their families who are unable to visit the Shelter during weekdays. (R10)	✘				
F13: The facilities at the Boatyard do not meet the needs of the HCSO and HCSR. Areas that need improvement include office space, video surveillance, security systems, parking lot, gates and fencing. (R11)	✘				
F14: The Boatyard should be fully weather protected for proper shielding of evidence and equipment from inclement weather. (R12)	✘				
F16: There are currently four evidence rooms: two located in the Courthouse, one at the Boatyard and one at the Coroner's Office. Relocating these evidence rooms into one location would allow evidence to be efficiently retrieved by staff. (R14)			✘		

Table 4-HCSO-R

CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES: Required Response to Recommendations from Humboldt County Sheriff's Office (F1, F2, F3, F4, F11, F12, F13, F14, F16, R1, R2, R3, R4, R9, R10, R11, R12, R14)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R1: The Humboldt County Civil Grand Jury recommends that surplus and/or outdated IT department equipment be removed from the Sheriff's Office by 11/30/22. (F1)	✘					--
R2: The Humboldt County Civil Grand Jury recommends the Board of Supervisors approve funding for the electronic locks and steel door security upgrades to the Sheriff's Office Armor room by 10/31/22. (F2)				✘		Funding for that security upgrade has not been identified. I will be working on a funding source in the near future to implement the recommendation.

<p>R3: The Humboldt County Civil Grand Jury recommends the Board of Supervisors take the lead to prepare a plan that combines the four Dispatch Centers into one Centralized Dispatch Center by 03/31/23, and prepare a request for proposals for the construction of a new Dispatch Center by 06/30/2023. (F3)</p>				<p>×</p>	<p>The Sheriff's Office has taken the lead on a joint communications center in the county. The Sheriff's Office secured the funding for a feasibility study to be conducted. The study was completed and published in 2019 by Mission Critical Partners. The study outlines the steps necessary to consolidate the Humboldt County Emergency Communications Centers (ECC). The Sheriff's Office is currently following the direction outlined in the study, first by expanding our staffing levels and then providing the training and equipment necessary to provide fire dispatch services. The Sheriffs' Office is preparing in the coming year to be in a position to merge with other ECC's in the county.</p>
<p>R4: The Humboldt County Civil Grand Jury recommends that the Sheriff's Office and Board of Supervisors prepare a Request for Proposals for the purchase and installation of doors for the SWAP Farm barn by 10/31/22. Funding to be approved by 12/31/22. (F4)</p>		<p>×</p>			<p>By having an unsecured barn, the hay is not completely protected from the weather, and the Sheriff's tractor and other equipment stored in the barn are not secure. The estimated cost for the Barn Doors is approximately \$20,000. Currently, the Sheriff's Office has not identified a funding source for the purchase of barn doors. The Sheriff's Office will be exploring some funding opportunities to fulfill this recommendation by the Grand Jury.</p>
<p>R9: The Humboldt County Civil Grand Jury recommends the Sheriff's Office and Board of Supervisors prepare a Request for Proposals and approve funding for the design, purchase, and construction of additional kennels in the current Shelter yard area. Request for Proposals to be submitted by 10/31/22. Funds to be approved by 12/31/22. (F11)</p>			<p>×</p>		<p>At this time, the County does not have the financial stability to support the deferred maintenance at the animal shelter, let alone, approve funding for the design, purchase, and construction of additional</p>

						kennels. The county doesn't have a plan for paying for the deferred maintenance at the animal shelter. Currently the shelter needs a new roof because the current roof has active leaks. The Sheriff's Office requested the county fix this deferred maintenance issue; however, the budget request was denied. The Shelter just received a \$50,000 private donation. That money could have been used to plan for a shelter expansion, however, the Sheriff's Office now must use that money to repair and replace the failing roof,
R10: The Humboldt County Civil Grand Jury recommends that the Shelter open to the public every Saturday, bi-monthly at a minimum, by October 31, 2022. If deemed necessary, limited Saturday hours are acceptable. This accommodation to families enhances the opportunities for adoptions and retrieval of lost pets. (F12)						At this point, the Sheriff's Office does not have the budget to expand the hours of operations to include Saturdays, even bi-monthly. The Sheriff's Office would have to pay the shelter staff overtime in order to open the doors on Saturdays. I agree that Saturdays would be beneficial to the community. Until the Board of Supervisors expands the budget at the Animal Shelter, the Sheriff would not be able to fulfill this recommendation.
R11: The Humboldt County Civil Grand Jury recommends that the Sheriff's Office and Board of Supervisors prepare a Request for Proposals and funding approval for remodeling and upgrades at the Boatyard including office space, security system, video surveillance system, parking lot, fencing and gates. Proposals to be Requested by 10/31/22. Funding to be approved by 01/31/23. (F13)						The Grand Jury's recommendations to request funding from the Board of Supervisors to remodel the Boatyard offices, security system, video surveillance, parking lot fencing and gates is necessary. The Sheriff's Office is currently working with the County Public Works department and County IT to bring the office space, bathrooms,

						storage space and parking lot into compliance with current standards to ensure that our deputies have a facility that they can work and store emergency response equipment out of the weather. This project should be completed this fall.
R12: The Humboldt County Civil Grand Jury recommends that the Sheriff's Office and Board of Supervisors prepare a Request for Proposals and approve funding for the purchase and construction of a structure at the Boatyard to house vehicles and equipment. Request for Proposals to be submitted by 03/30/23. Funding to be approved by 06/30/23. (F14)			×			The Sheriff's Office is currently working with the County Public works department to find an alternative space to store vehicles and equipment out of the weather long term. This project will be complete by the end of the year.
R14: The Humboldt County Civil Grand Jury recommends that the Sheriff propose to the Board of Supervisors by 03/31/23 that all four evidence rooms be located in one facility so evidence could be retrieved much more efficiently. (F16)					×	Not feasible or warranted at this time. The only way it could be implemented is if the Sheriff's Office combined the coroner's office, the Boatyard and Sheriff's Office main station into one new facility.

Table 4-HR-F

CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES: Required Response to Findings from Humboldt County Human Resources Department (F29, R24)

FINDINGS	A	DP	DC	DNR	NOTES*
F29: Salary ranges and ceilings for County positions do not provide incentive to recruit and retain dedicated and qualified staff. Positions remain unfilled and require upgraded salary incentives.(R24)		×			Compensation is only one component to attracting and retaining qualified and dedicated staff.

Table 4-HR-R

CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES: Required Response to Recommendations from Humboldt County Human Resources Department (F29, R24)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R24: The Humboldt County Civil Grand Jury recommends that Humboldt County Human Resources identify and review salary ranges and ceilings for County staff on an ongoing basis Beginning 11/30/2022. (F29)		×				Contract with Municipal Resources Group to create Classification Plan, wage and supervisor tier analysis.

Table 4-DHHS-F

CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES: Required Response to Findings from Humboldt County Department of Health and Human Services

(F22, F23, F26, R17, R18, R21)

FINDINGS	A	DP	DC	DNR	NOTES*
F22: The Step-Down housing facility approved by the Board of Supervisors two years ago has not been constructed. Currently, without the approved facility, there is inadequate local Step-Down housing for Sempervirens patients. This is a critical community-wide issue. (R17)	✘				While a contractor has been selected (Willow Glen) for the provision of services, they have not yet received an adequate space to initiate this service. The contractor has been stymied by NIMBYism and a lack of appropriate space for this service
F23: The Mobile Response Team (MRT) is a key component of evaluating individuals in mental health crises and assessing admittance to Sempervirens from our local hospitals. This unit requires 24/7/365 staff coverage. (R18)	✘				
F26: The placement of an exposed outside generator that provides power to Sempervirens during electrical outages is unsecured. (R21)	✘				

Table 4-DHHS-R

CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES: Required Response to Recommendations from Humboldt County Department of Health and Human Services

(F22, F23, F26, R17, R18, R21)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R17: Ensure implementation of step-down housing for patients being discharged from Sempervirens by 06/30/2023. (F22)			✘			
R18: Provide the necessary staff, either through increased recruitment efforts or staff transfers, to expand Mobile Response Team (MRT) staffing to around-the-clock, effective by 12/31/2022. (F23)						* Did not respond
R21: Authorize construction of a protective barrier for the Sempervirens outdoor generator to prevent potential vandalism and assure electricity to the building in the event of an electrical outage, effective by 12/31/2022. (F26)		✘				

Table 4-A-F

CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES: Required Response to Findings from Arcata Police Department (F3, R3)

[4 Response from ArcataPD 07/21/22.pdf]

FINDINGS	A	DP	DC	DNR	NOTES*
F3. There are four independent Dispatch Centers serving Humboldt County, located in Arcata, Eureka, Fortuna and at the Sheriff's Office. (R3)	✘				See 2019 feasibility study of Consolidated Dispatch Center prepared by Mission Critical Partners. Separate systems provide critical redundancy. Local dispatchers have local knowledge. Timelines are not practical.

Table 4-A-R

CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES: Required Response to Recommendations from Arcata Police Department (F3, R3)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R3. Combine the four Dispatch Centers into one Centralized Dispatch Center by 03/31/2023, and prepare a request for proposals for the construction of a new Dispatch Center by 06/30/2023. (F3)			✘	✘		See 2019 feasibility study of Consolidated Dispatch Center prepared by Mission Critical Partners. Separate systems provide critical redundancy. Local dispatchers have local knowledge. Timelines are not practical.

Table 4-BOS-F CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES: Required Response to Findings from

Humboldt County Board of Supervisors (F2, F3, R2, R3, F4, R4, F6, F7, F8, F9, R5, R6, R7, F10, F11, R8, R9, F13, F14, R11, R12, F15, R13, F17, R15, F18, F19, F20, F21, R16, F24, F25, R19, R20, F27, F28, F30, R22, R23, R25)

FINDINGS	A	DP	DC	DNR	NOTES*
F2: The Sheriff's Office Armor room lacks electronic locks and a steel door. (R2)	✘				--
F3: There are four independent Dispatch Centers serving Humboldt County, located in Arcata, Eureka, Fortuna and at the Sheriff's Office. (R3)	✘				--
F4: SWAP Farm barn has no doors to protect vehicles and hay from weather. (R4)	✘				--
F6: The OES currently uses WIFI for internet communication and needs to be upgraded to fiber optic service. (R5)		✘			The WIFI available to OES was installed approximately 5 years ago. This WIFI is running off fiber, and there are multiple access points in the basement for coverage. Four OES

					workstations are hardwired for internet service. When other agencies report to OES, they often are required to use WIFI for internet service. Higher speed internet service with more capacity would benefit operations in OES. County IT can work with OES to identify specific coverage issues. If additional access points are required, funding will need to be identified for equipment and cabling.
F7: The current office of the OES lacks sufficient space to effectively prepare for and monitor a natural or other disaster within our County. (R6)		×			While a large or prolonged natural disaster or other emergency would certainly require more space for response, the current space is sufficient to carry out day-to-day tasks related to OES.
F8: The current OES facility does not meet the Americans with Disabilities Act (ADA) requirements and retrofitting would be difficult to achieve in the current facility. (R6)	×				--
F9: The current OES facility does not have a sufficient or reliable backup generator with fuel supply storage to provide the needed power in the event of a prolonged power outage. (R7)		×			In 2019 when the county experienced the Public Safety Power Shutoffs, the OES facility was able to maintain power with the current generator. For prolonged power outages, the county would need additional fuel to maintain power at the facility.
F10: The Shelter security cameras are 18 years old and do not provide clear images. (R8)	×				--
F11: The Shelter lacks sufficient kennels to house dogs. (R9)	×				--
F13: The facilities at the Boatyard do not meet the needs of the HCSO and HCSR. Areas that need improvement include office space, video surveillance, security systems, parking lot, gates and fencing. (R11)	×				--
F14: The Boatyard should be fully weather protected for proper shielding of evidence and equipment from inclement weather. (R12)	×				--

F15: Tapes and video recordings, particularly magnetic recordings, are currently stored in cardboard boxes at the evidence storage facility at the Boatyard. (R13)	×				--
F17: Currently the Chief Deputy Coroner also has the responsibilities of the functioning Public Administrator, a complex role that is very difficult to perform adequately while focused on a death investigation. (R15)	×				--
F18: The Humboldt County Civil Grand Jury finds a high percentage of inmates at the Humboldt County Correctional Facility have mental health issues and many are violent. This creates a potentially unsafe environment for officers and other inmates. (R16)	×				--
F19: Officers receive and implement de-escalation training with incarcerated mental health patients. However, these officers are not mental health professionals and lack behavioral health training and certification in counseling. (R16)	×				--
F20: The County's acute care psychiatric hospital, Sempervirens, does not provide enough space or services to reduce the strain on the Humboldt County Correctional Facility and ensure mental health patients receive appropriate placement and care. (R16)			×		Additional space and psychiatric services are needed in Humboldt. However, without Sempervirens, the correctional facility and other facilities would be more heavily impacted than their current situations.
F24. Humboldt County is in the process of completing a Facilities Master Plan to guide construction of new County Facilities.	×				--
F21: Neither incarceration at the correctional facility nor a short stay at Sempervirens will address the County's challenge of meeting the mental health needs of inmates. (R16)	×				--
F25: Our community deserves access to an updated and state of the art facility that treats mental health conditions. (R20)	×				DHHS-BH continues to search for available funding that would support the construction of a new or refurbished location for Sempervirens. Until then, DHHS-BH continues to pay for upgrades to the ever-aging facility at 720 Wood St., to ensure patients have a safe environment in which to receive medically necessary treatment.
F27: Many county facilities have various volunteer groups and individual volunteers that support the efforts of the County staff. (R22)	×				--
F28: Volunteer recruitment may be increased through additional County promotional efforts. (R23)	×				--

<p>F30: Many of the County facilities lack preventive maintenance which will eventually result in emergency repair at additional cost. The Grand Jury noted peeling paint, ceiling leaks, deteriorating stairways and damaged ceiling tiles at several facilities. Also noted in selected facilities throughout the inspections were partially demolished areas in need of repair, inoperable lighting in rooms and janitorial services that were not scheduled on a regular basis. (R25)</p>	<p>×</p>				<p>Many of the County facilities lack preventive maintenance which will eventually result in emergency repair at additional cost. The Grand Jury noted peeling paint, ceiling leaks, deteriorating stairways and damaged ceiling tiles at several facilities. Also noted in selected facilities throughout the inspections were partially demolished areas in need of repair, inoperable lighting in rooms and janitorial services that were not scheduled on a regular basis.</p>
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Table 4-BOS-R

CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES: Required Response to Recommendations from Humboldt County Board of Supervisors (F2, F3, R2, R3, F4, R4, F6, F7, F8, F9, R5, R6, R7, F10, F11, R8, R9, F13, F14, R11, R12, F15, R13, F17, R15, F18, F19, F20, F21, R16, F24, F25, R19, R20, F27, F28, F30, R22, R23, R25)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
<p>R2: The Humboldt County Civil Grand Jury recommends the Board of Supervisors approve funding for the electronic locks and steel door security upgrades to the Sheriff's Office Armor room by 10/31/2022. (F2)</p>					<p>×</p>	<p>The request for funding electronic lock upgrades for the Sheriff's Office Armor Room should come during the budget process.</p>
<p>R3: The Humboldt County Civil Grand Jury recommends the Board of Supervisors take the lead to prepare a plan that combines the four Dispatch Centers into one Centralized Dispatch Center by 03/31/2023, and prepare a request for proposals for the construction of a new Dispatch Center by 06/30/2023. (F3)</p>		<p>×</p>				<p>Combining dispatchers from different agencies into one facility to provide dispatch services has ramifications beyond providing the service and requires review with labor groups. This action could also require changes in compensation for staff. Combining the 4 dispatch centers also requires cooperation from all city jurisdictions. At this time, the cities have not expressed an interest in consolidating dispatch services with the county. The county last year issued a Request for Proposals for cooperative</p>

						dispatch services and awarded a contract to Cal Fire for those services. The Sheriff's Office has added additional dispatchers and upgraded its equipment in recent years. Additional equipment, staff and training may be needed in order to have the Sheriff's Office provide those services. The county continues to work towards a solution that provides excellent and efficient dispatching service to the community.			
R4: The Humboldt County Civil Grand Jury recommends that the Sheriff's Office and Board of Supervisors prepare a Request for Proposals for the purchase and installation of doors for the SWAP Farm barn by October 31, 2022. Funding to be approved by December 31, 2022. (F4)						×	The request for funding to purchase and install doors at the SWAP Farm barn should come during the budget process.		
R5: The Humboldt County Civil Grand Jury recommends the Board of Supervisors approve funding for fiber optic internet service in the OES for this critical communication upgrade by 10/31/2022. (F6)							×	Additional funding must be identified.	
R6: The Humboldt County Civil Grand Jury recommends the Board of Supervisors commit budget funding for the planning, purchase of property, materials and equipment, and the construction of a new OES facility that can house all pertinent agencies during a major disaster and/or emergency by 12/31/2022. (F7) (F8) (F9)							×	Additional funding must be identified.	
R7: The Humboldt County Civil Grand Jury recommends the Board of Supervisors approve funding for a reliable generator with sufficient fuel storage to assure continuation of OES functions and mandates during a prolonged emergency situation by 11/30/2022. (F9)			×					The Board in FY 2019-20 allocated \$1.6 million General Fund and more than \$370,000 from the Governor for a generator upgrade project to supply power to OES and other critical functions within the Courthouse.	
R8: The Humboldt County Civil Grand Jury recommends the Board of Supervisors approve funding to replace the security cameras at the Shelter with high-definition video equipment by 10/31/2022. (F10)								×	Additional funding must be identified.
R9: The Humboldt County Civil Grand Jury recommends the Sheriff's Office and Board of Supervisors prepare a Request for Proposals and approve funding for the design, purchase, and construction of additional kennels in the current Shelter yard area. Request for Proposals to be submitted by 10/31/2022. Funds to be approved by 12/31/2022. (F11)								×	Additional funding must be identified.

<p>R11: The Humboldt County Civil Grand Jury recommends that the Sheriff's Office and Board of Supervisors prepare a Request for Proposals and funding approval for remodeling and upgrades at the Boatyard including office space, security system, video surveillance system, parking lot, fencing and gates. Proposals to be requested by 10/31/2022. Funding to be approved by 01/31/2023. (F13)</p>				<p style="text-align: center;">✘</p>	<p>Additional funding must be identified.</p>
<p>R12: The Humboldt County Civil Grand Jury recommends that the Sheriff's Office and Board of Supervisors prepare a Request for Proposals and approve funding for the purchase and construction of a structure at the Boatyard to house vehicles and equipment. Request for Proposals to be submitted by 03/30/2023. Funding to be approved by 06/30/2023. (F14)</p>				<p style="text-align: center;">✘</p>	<p>Additional funding must be identified.</p>
<p>R13: The Humboldt County Civil Grand Jury recommends that the Board of Supervisors approve funding for purchase of storage containers designed for all high-density data storage media at the Boatyard by 11/30/2022. (F15)</p>				<p style="text-align: center;">✘</p>	<p>Additional funding must be identified.</p>
<p>R15: The Humboldt County Civil Grand Jury recommends that the Board of Supervisors approve funding to hire a civilian analyst to the Public Administrator's office to manage the Public Administrator duties by 12/31/2022. (F17)</p>				<p style="text-align: center;">✘</p>	<p>Additional funding must be identified.</p>
<p>R16: The Humboldt County Civil Grand Jury recommends the Board of Supervisors request that the Humboldt County Department of Health & Human Services, the Humboldt County Sheriff's Office, local hospitals and community health centers meet jointly to develop a comprehensive action plan with a three-fold focus, to be in place by 01/31/2023 as detailed below (F18, F19, F20, F21)</p> <ol style="list-style-type: none"> 1. Address the increased flow of fentanyl, high potency methamphetamine and other dangerous illicit drugs into our County, 2. Provide appropriate services for users experiencing serious physical and mental health issues, including brain damage resulting in violent behavior, and 3. Examine the stigma associated with seeking appropriate behavioral health and treatment services. 				<p style="text-align: center;">✘</p>	<p>Creating a comprehensive and actionable plan to address the areas mentioned above requires significant coordination with multiple agencies around the county, many of whom are not under the direction of the Board of Supervisors. However, DHHS is actively working with the Sheriff's Office and other community partners to prevent or lower the use, and address the impacts of, fentanyl and other drugs in the community, and providing services to those experiencing behavioral health issues.</p>
<p>R19: The Humboldt County Civil Grand Jury recommends the Board of Supervisors complete and approve the Countywide Facilities Master Plan, effective by 12/31/2022. (F24)</p>				<p style="text-align: center;">✘</p>	<p>The county continues to finalize the Facilities Master Plan and anticipates it will be adopted by the Board during calendar year 2023.</p>

<p>R20: The Humboldt County Civil Grand Jury recommends the Board of Supervisors move forward immediately with the recommendation of the 2019-2020 Civil Grand Jury to replace Sempervirens Psychiatric Facility with a larger, modern facility designed to accommodate both adults and juveniles. (F25)</p>			<p>×</p>			<p>DHHS-BH continues to search for available funding that would support the construction of a new or refurbished location for Sempervirens. Until then, DHHS-BH continues to pay for upgrades to the ever-aging facility at 720 Wood St., to ensure patients have a safe environment in which to receive medically necessary treatment.</p>
<p>R22: The Humboldt County Civil Grand Jury recommends the Board of Supervisors issue an official Proclamation of Support and Appreciation for these volunteers. (F27)</p>		<p>×</p>				<p>--</p>
<p>R23: The Humboldt County Civil Grand Jury recommends the Board of Supervisors promote volunteer recruitment on existing County websites, County printed advertisements and at Board of Supervisor meetings. (F28)</p>		<p>×</p>				<p>--</p>
<p>R25: The Humboldt County Civil Grand Jury recommends that the Board of Supervisors provide sufficient funding to allow preventive maintenance to be in place with the next fiscal year budget. (F30)</p>		<p>×</p>				<p>The Board of Supervisors has adopted a Deferred Maintenance Policy requiring 2% of the total deferred maintenance cost be contributed towards this purpose each fiscal year. Additional funding, staff and professional services are required to provide sufficient funding for preventative maintenance.</p>

5.0 SILVER TSUNAMI WARNING:

Safeguarding Our Seniors

06/13/2022

REQUIRED RESPONSES

Within 60 days from the following individuals:

Humboldt County Sheriff (F1, F2, R1)

Humboldt County District Attorney (F1, F2, F4, R1, R2, R3)

City of Arcata Chief of Police (F1, F2, R1)

City of Blue Lake Police Department c/o Humboldt County Sheriff (F1, F2, R1) *

City of Eureka Chief of Police (F1, F2, R1) *

City of Ferndale Chief of Police (F1, F2, R1) *

City of Fortuna Chief of Police (F1, F2, R1) *

City of Rio Dell Chief of Police (F1, F2, R1) *

City of Trinidad Police Department c/o Humboldt County Sheriff (F1, F2, R1) *

Humboldt County Department of Health & Human Services (F1, F2, F3, F5, F6, F7, R1, R2, R3, R4) *

Adult Protective Services Program (F1, F2, F3, R1, R2, R3) *

INVITED RESPONSES

State Senator Mike McGuire

* Did not respond

RESPONSE SUMMARY MATRIX

This provides a count of the total number of agreements or disagreements with the respective findings and the responses to the 2021-2022 civil grand jury's recommendations.

FINDINGS	
A	AGREE
DP	DISAGREE PARTIALLY
DC	DISAGREE COMPLETELY
DNR	DID NOT RESPOND

RECOMMENDATIONS	
I	IMPLEMENTED
WI	WILL IMPLEMENT
FS	FURTHER STUDY
FR	FUNDING REQUIRED
WNI	WILL NOT IMPLEMENT

TABLES	FINDINGS					RECOMMENDATIONS				
	A	DP	DC	DNR		I	WI	FS	FR	WNI
5-S-F 5-S-R	2						1			
5-A-F 5-A-R	1	1				2				
5-DA-F 5-DA-R	3					3				

F Findings
 R Recommendations
 S Humboldt County Sheriff
 A City of Arcata Chief of Police
 DA Humboldt County District Attorney

Table 5-S-F

SILVER TSUNAMI WARNING: Required Response to Findings from Humboldt County Sheriff (F1, F2, R1)

FINDINGS	A	DP	DC	DNR	NOTES*
F1. Reporting elder abuse is needlessly difficult, which results in its underreporting. (R1, R2)	✘				--
F2. We can better protect seniors by making it as easy as possible for the public at large, and seniors specifically, to understand what elder abuse is and how to report it. (R1, R2)	✘				--

Table 5-S-R

SILVER TSUNAMI WARNING: Required Response to Recommendations from Humboldt County Sheriff (F1, F2, R1)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R1. Add a prominent elder abuse reporting link and phone number to APS and other appropriate agencies on their websites by 12/31/22. (F1, F2)		✘				Additional time is needed to research and implement the plan changes to our website. The Sheriff's Office will consult with Adult Protective Services and the District Attorney's EVAST program to ensure the most current information about reporting and responding to Elder Abuse is on our website: Humboldtsheriff.org .

Table 5-A-F

SILVER TSUNAMI WARNING: Required Response to Findings from Arcata Chief of Police

FINDINGS	A	DP	DC	DNR	NOTES*
F1. Reporting elder abuse is needlessly difficult, which results in its underreporting. (R1)		✘			--
F2. We can better protect seniors by making it as easy as possible for the public at large, and seniors specifically, to understand what elder abuse is and how to report it. (R2)	✘				--

Table 5-A-R

SILVER TSUNAMI WARNING: Required Response to Recommendations from Arcata Chief of Police

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R1. Add a prominent elder abuse reporting link and phone number to APS and other appropriate agencies on their websites by 12/31/22. (F1)	✘					--
R2. APS and the District Attorney (DA) develop a multi-faceted marketing approach to educate seniors and the public in general about elder abuse and make the process of reporting easier. The plan should be developed by 12/31/22 and fully implemented by 07/01/23. (F2)	✘					--

Table 5-DA-F

SILVER TSUNAMI WARNING: Required Response to Findings from Humboldt County District Attorney (F1, F2, F4, R1, R2, R3)

FINDINGS	A	DP	DC	DNR	NOTES*
F1. Reporting elder abuse is needlessly difficult, which results in its underreporting. (R1, R2)	✘				EVAST has greatly facilitated the process of reporting elder abuse.
F2. We can better protect seniors by making it as easy as possible for the public at large, and seniors specifically, to understand what elder abuse is and how to report it. (R1, R2)	✘				We have run a series of public service announcements in partnership with Area 1 Agency on Aging.
F4. The Elder and Vulnerable Adult Services Team (EVAST), funded with Measure Z dollars, has significantly improved the prosecution and conviction rates for elder abuse cases. (R3)	✘				EVAST, funded with Measure Z dollars, has significantly improved the prosecution and conviction rates for elder abuse cases.

Table 5-DA-R

SILVER TSUNAMI WARNING: Required Response to Recommendations from Humboldt County District Attorney (F1, F2, F4, R1, R2, R3)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R1. Add a prominent elder abuse reporting link and phone number to APS and other appropriate agencies on their websites by 12/31/22. (F1, F2)	✘					The HCDA office website currently provides information on elder abuse including a link and phone number to report suspected abuse.
R2. APS and the District Attorney (DA) develop a multi-faceted marketing approach to educate seniors and the public in general about elder abuse and make the process of reporting easier. The plan should be developed by 12/31/22 and fully implemented by 07/01/23. (F1, F2, F3)	✘					We have run public service announcements and will expand our efforts.
R3. The DA and APS should continue their annual joint application for Measure Z funds for EVASt. (F4)	✘					We will continue to collaborate with APS.

6.0 COLLABORATIVE COMMUNITY QUEST

06/13/2022

REQUIRED RESPONSES

Within 60 days from the following individuals:

Humboldt County Sheriff (F3)

Humboldt County Department of Health & Human Services (F1, F2, F3, F4, F5, F6, F7, F8, R3, R4)

Within 90 days from the following governing body:

Humboldt County Board of Supervisors (F1, F2, F3, R1, R2)

INVITED RESPONSES

Yurok Tribe

RESPONSE SUMMARY MATRIX

This provides a count of the total number of agreements or disagreements with the respective findings and the responses to the 2021-2022 civil grand jury's recommendations.

FINDINGS		RECOMMENDATIONS	
A	AGREE	I	IMPLEMENTED
DP	DISAGREE PARTIALLY	WI	WILL IMPLEMENT
DC	DISAGREE COMPLETELY	FS	FURTHER STUDY
DNR	DID NOT RESPOND	FR	FUNDING REQUIRED
		WNI	WILL NOT IMPLEMENT

TABLES	FINDINGS					RECOMMENDATIONS				
	A	DP	DC	DNR		I	WI	FS	FR	WNI
6-S-F	1									
6-BOS-F 6-BOS-R	3					1				1
6-DHHS-F 6-DHHS-R	6	2					2			
6-Y-F 6-Y-R		3						1		

F Findings

R Recommendations

S Humboldt County Sheriff

BOS Humboldt County Board of Supervisors

DHHS Humboldt County Department of Health & Human Services

Y Yurok Tribe

Table 6-BOS-F

COLLABORATIVE COMMUNITY QUEST: Required Response to Findings from Humboldt County Board of Supervisors (F1, F2, F3, R1, R2)

FINDINGS	A	DP	DC	DNR	NOTES*
F1: Although tribal community representatives engage with Humboldt County Department of Health & Human Services' Child Welfare Services (DHHS-CWS), tribal members and compliance monitors have expressed dissatisfaction with the process and outcomes of engagement. (R1)	✘				--
F2: Although DHHS-CWS has established an Indian Child Welfare Act (ICWA) program, Humboldt County does not have a specified Office of Tribal Affairs to address matters of importance to the County's sovereign nations including child protection and extending to justice-related issues as well as cultural protocols and social services. (R1)	✘				--
F3: Humboldt County does not have a specified Office of Tribal Affairs to promote County-Tribal partnerships facilitating collaboration through coordination of intergovernmental services while respecting tribal sovereignty. (R1)	✘				--

Table 6-BOS-R

COLLABORATIVE COMMUNITY QUEST: Required Response to Recommendations from Humboldt County Board of Supervisors (F1, F2, F3, R1, R2)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
R1. The Board of Supervisors authorize the creation of an independent Office of Tribal Affairs by 01/01/2023. (F1, F2, F3)					✘	This recommendation is outside the scope of this report as the responsibilities being recommended impact all county departments and the Board of Supervisors. Such a recommendation would need to be evaluated at a broader level and include discussion with all department heads, the Board, and local Tribal representatives. In addition, ongoing funding must first be identified prior to authorizing creation of an Office of Tribal Affairs.
R2. By 10/01/2022, the Board of Supervisors formally support the continuance of a hybrid work model in County departments by which employees are able to work in the office and from home.	✘					On 02/08/2022 the Board of Supervisors unanimously approved the county's Telework Policy which supports this recommendation.

Table 6-S F

COLLABORATIVE COMMUNITY QUEST: Required Response to Findings from Humboldt County Sheriff (F3)

FINDINGS	A	DP	DC	DNR	NOTES*
F3: Humboldt County does not have a specified Office of Tribal Affairs to promote County-Tribal partnerships facilitating collaboration through coordination of intergovernmental services while respecting tribal sovereignty.	✘				Every County Office has their own liaison and policies to maintain a professional working relationship with the County Tribal Governments. The Sheriff's Office has deputization agreements with three Tribes: Yurok, Hoopa, and Blue Lake Rancheria. The District Attorney's Office has a tribal roundtable which meets monthly to discuss crime, and legal issues with tribal members and within the tribal community. A County Tribal Liaison would benefit government to government communications and ultimately be a benefit for the community.

Table 6-DHHS-F

COLLABORATIVE COMMUNITY QUEST: Required Response to Findings from Humboldt County Department of Health & Human Services (F1, F2, F3, F4, F5, F6, F7, F8, R3, R4)

FINDINGS	A	DP	DC	DNR	NOTES*
F1: Although tribal community representatives engage with Humboldt County Department of Health & Human Services' Child Welfare Services (DHHS-CWS), tribal members and compliance monitors have expressed dissatisfaction with the process and outcomes of engagement.	✘				--
F2: Although DHHS-CWS has established an Indian Child Welfare Act (ICWA) program, Humboldt County does not have a specified Office of Tribal Affairs to address matters of importance to the County's sovereign nations including child protection and extending to justice-related issues as well as cultural protocols and social services.	✘				--
F3: Humboldt County does not have a specified Office of Tribal Affairs to promote County-Tribal partnerships facilitating collaboration through coordination of intergovernmental services while respecting tribal sovereignty.	✘				--
F4: DHHS-CWS created a Continuous Quality Improvement (CQI) program	✘				--

which provides needed oversight of Child Welfare Services.					
F5: The pandemic slowed efforts to fully meet the requirements of the Stipulated Final Judgment. However, DHHS-CWS has maintained necessary levels of critical care and developed new programs and resources.	×				--
F6: DHHS-CWS has moved into a hybrid work model by which employees work in the office and from home. Advantages include video conferencing for training opportunities, family team meetings and information-sharing.	×				--
F7: Community Task Force meetings have become dominated by DHHS-CWS rather than serving as “community” collaboration. These meetings do not provide for the variety of input intended by the Stipulated Final Judgment.		×			DHHS-CWS has held 21 Community Task Force meetings to date. The Community Task Force meetings held under the Final Judgment were co-chaired by the Humboldt County Office of Education Superintendent, as well as a local Resource and Adoptive Parent, who facilitated the welcome and meeting openings. Agenda items related to the Stipulated Final Judgment were covered at the Community Task Force meetings, and input was solicited and provided by participating community members, as found in the Community Task Force meeting agendas and minutes.
F8: The Child Protection Reporting Guide (CPRG) is the primary purpose of the Community Task Force; however, it is currently in draft form and is not available to the general public. DHHS-CWS has created a Request For Proposals (RFP) whereby not the County but an outside organization will be responsible for promoting community awareness and access to this guide.		×			The Community Task Force was charged with multiple tasks, one being the development of a Mandated Reporter Guide. A soft launch of the Humboldt County Child Protection Reporting Guide (CPRG) was completed in September of 2020, when it was made available to all Community Task Force members, as well as mandated reporters from pilot sectors. The CPRG is currently available publicly online at the following link: https://cprg.app.evidentchange.net/humboldt/), and a printable pdf version of the CPRG is also available at that same link. DHHS-CWS is currently developing a Request for Proposals to contract with an outside organization who will be responsible for the ongoing sustainability, including promoting community awareness and providing information and training resources on the CPRG to the community at large.

Table 6-DHHS-R

COLLABORATIVE COMMUNITY QUEST: Required Response to Recommendations from Humboldt County Department of Health & Human Services (F1, F2, F3, F4, F5, F6, F7, F8, R3, R4)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
<p>R3: Humboldt County Civil Grand Jury recommends DHHS-CWS share the responsibility for Community Task Force agendas and discussion topics with all stakeholders on a rotating basis beginning with its next quarterly meeting in September 2022. (F7)</p>		<p>✘</p>				<p>DHHS-CWS will solicit interest from Task Force agencies to host and organize the Community Task Force meetings, however DHHS-CWS cannot guarantee that agencies will volunteer for this responsibility.</p>
<p>R4: Humboldt County Civil Grand Jury recommends two versions of the Child Protection Reporting Guide be made available in both print and on-line; one for mandated reporters familiar with the terminology and another version with language understandable to the general public. (F8)</p>		<p>✘</p>				<p>The CPRG is currently available both in print and online: https://cprg.app.evidentchange.net/humboldt/ The web address for the CPRG has been shared with all Community Task Force members. DHHS-CWS is currently developing a Request for Proposals to contract with an outside organization who will be responsible for the ongoing sustainability, including promoting community awareness and providing informational and training resources on the CPRG to the community at large. The informational and training resources will be designed to provide community members who opt to use the CPRG with detailed information on the purpose, terminology used, and an overview of the functionality of the CPRG. DHHS-CWS is not planning to develop two separate versions of the CPRG, one for mandated reports and one for non-mandated reporters.</p>

Table 6-Y-F

COLLABORATIVE COMMUNITY QUEST: Invited Response to Findings from Yurok Tribe of the Yurok Reservation (F1, F2, F3, R1)

FINDINGS	A	DP	DC	DNR	NOTES*
<p>F1: Although tribal community representatives engage with Humboldt County Department of Health & Human Services' Child Welfare Services (DHHS-CWS), tribal members and compliance monitors have expressed dissatisfaction with the process and outcomes of engagement. (R1)</p>		✘			<p>For the Report to find that only "tribal members and compliance monitors" have expressed dissatisfaction is inaccurate and a misrepresentation of the work the Tribe has contributed to addressing the serious child welfare issues in Humboldt County.</p>
<p>F2: Although DHHS-CWS has established an Indian Child Welfare Act (ICWA) program, Humboldt County does not have a specified Office of Tribal Affairs to address matters of importance to the County's sovereign nations including child protection and extending to justice-related issues as well as cultural protocols and social services. (R1)</p>		✘			<p>The Yurok Tribe takes the position that Humboldt County DHHS - Child Welfare Services has not completed all the ordered corrective actions outlined in the Attorney General's 2018 Stipulated Final Judgment (Judgment). The Tribe agrees with Finding 2 and Finding 3 overall, but it does not address the California Child Abuse and Neglect Reporting Act (CANRA) compliance issues DHHS-CWS continues to have that resulted in the Judgment. Creating a specified Office of Tribal Affairs to address Humboldt County's child protection issues, cultural protocols, and social services does NOT address the continued failures of DHHS-CWS to comply with CANRA and related provisions of the Welfare and Institutions Code; these core failures of Humboldt County were highlighted in the Judgment and still need to be addressed. While DHHS -CWS has established CANRA-specific programs like the ICWA Program, the ICWA Program has not been successful and tribal collaboration continues to be an issue.</p>
<p>F3: Humboldt County does not have a specified Office of Tribal Affairs to promote County-Tribal partnerships facilitating collaboration through coordination of intergovernmental services while respecting tribal sovereignty. (R1)</p>		✘			<p>See F2 Note</p>

Table 6-Y-R

COLLABORATIVE COMMUNITY QUEST: Invited Response to Recommendations from Yurok Tribe of the Yurok Reservation (F1, F2, F3, R1)

RECOMMENDATIONS	I	WI	FS	FR	WNI	NOTES*
<p>R1. The Board of Supervisors authorize the creation of an independent Office of Tribal Affairs by 01/01/2023. (F1, F2, F3)</p>			<p>✘</p>			<p>The Tribe is in support of this recommendation overall, but it does not directly address the California Child Abuse and Neglect Reporting Act (CANRA) compliance issues that DHHS-CWS continues have that resulted in the Judgment. Though the Tribe agrees there should be a local Office of Tribal Affairs to address the County-Tribal relationships, that was not a part of the Judgment and by making this recommendation the Grand Jury fails to address the child welfare issues happening in our tribal communities involving DHHS-CWS that were a catalyst to the Judgment. The Tribe and DHHS-CWS already utilize the expertise of California Department of Social Services-Office of Tribal Affairs and yet Humboldt County is still facing the problems highlighted in the Judgment and CANRA compliance continues to be an issue for DHHS-CWS.</p>

APPENDIX:

PC § 925 Powers and Duties of Grand Jury: Investigation of County, City, and District Affairs

The grand jury shall investigate and report on the operations, accounts, and records of the officers, departments, or functions of the county including those operations, accounts, and records of any special legislative district or other district in the county created pursuant to state law for which the officers of the county are serving in their ex officio capacity as officers of the districts. . . .

PC § 925a

The grand jury may at any time examine the books and records of any incorporated city or joint powers agency located in the county. In addition to any other investigatory powers granted by this chapter, the grand jury may investigate and report upon the operations, accounts, and records of the officers, departments, functions, and the method or system of performing the duties of any such city or joint powers agency and make such recommendations as it may deem proper and fit. The grand jury may investigate and report upon the needs of all joint powers agencies in the county, including the abolition or creation of agencies and the equipment for, or the method or system of performing the duties of, the several agencies. It shall cause a copy of any such report to be transmitted to the governing body of any affected agency. As used in this section, "joint powers agency" means an agency described in Section 6506 of the Government Code whose jurisdiction encompasses all or part of a county.

PC § 928

Every grand jury may investigate and report upon the needs of all county officers in the county, including the abolition or creation of offices and the equipment for, or the method or system of performing the duties of, the several offices. Such investigation and report shall be conducted selectively each year. The grand jury shall cause a copy of such report to be transmitted to each member of the board of supervisors of the county.

PC § 933 Comments and Reports on Grand Jury Recommendations.

(a) Each grand jury shall submit to the presiding judge of the superior court a final report of its findings and recommendations that pertain to county government matters during the fiscal or calendar year. Final reports on any appropriate subject may be submitted to the presiding judge of the superior court at any time during the term of service of a grand jury. A final report may be submitted for comment to responsible officers, agencies, or departments, including the county board of supervisors, when applicable, upon finding of the presiding judge that the report is in compliance with this title. For 45 days after the end of the term, the foreperson and his or her designees shall, upon reasonable notice, be available to clarify the recommendations of the report.

(b) One copy of each final report, together with the responses thereto, found to be in compliance with this title shall be placed on file with the county clerk and remain on file in the office of the county clerk. The county clerk shall immediately forward a true copy of the report and the responses to the State Archivist who shall retain that report and all responses in perpetuity.

(c) No later than 90 days after the grand jury submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body, and every elected county officer or agency head for which the grand jury has responsibility pursuant to § 914.1 shall comment within 60 days to the presiding judge of the superior court, with an information copy sent to the board of supervisors, on the findings and recommendations pertaining to matters under the control of that county officer or agency head and any agency or agencies which that officer or agency head supervises or controls. In any city and county, the mayor shall also comment on the findings and recommendations. All of these comments and reports shall forthwith be submitted to the presiding judge of the superior court who impaneled the grand jury. A copy of all responses to grand jury reports shall be placed on file with the clerk of the public agency and the office of the county clerk, or the mayor when applicable, and shall remain on file in those offices. One copy shall be placed on file with the applicable grand jury final report by, and in the control of the currently impaneled grand jury, where it shall be maintained for a minimum of five years.

(d) As used in this section "agency" includes a department.

PC § 933.05 Response to Grand Jury Recommendations-Content Requirements; Personal Appearance by Responding Party; Grand Jury Report to Affected Agency...

(a) For purposes of subdivision (b) of § 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:

(1) The recommendation has been implemented, with a summary regarding the implemented action.

(2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.

(3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.

(4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefore.

(b) However, if a finding or recommendation of the grand jury addresses budgetary or personnel matters of a county agency or department headed by an elected officer, both the agency or department head and the board of supervisors shall respond if requested by the grand jury, but the response of the board of supervisors shall address only those budgetary or personnel matters over which it has some decision-making authority. The response of the elected agency or department head shall address all aspects of the findings or recommendations affecting his or her agency or department.

(c) A grand jury may request a subject person or entity to come before the grand jury for the purpose of reading and discussing the findings of the grand jury report that relates to that person or entity in order to verify the accuracy of the findings prior to their release.

(d) During the investigation, the grand jury shall meet with the subject of that investigation regarding the investigation, unless the court, either on its own determination or upon request of the foreperson of the grand jury, determines that such a meeting would be detrimental.

(e) A grand jury shall provide to the affected agency a copy of the portion of the grand jury report relating to that person or entity two working days prior to its public release and after the approval of the presiding judge. No officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to the public release of the final report.

933.1.

A grand jury may at any time examine the books and records of a redevelopment agency, a housing authority, created pursuant to Division 24 (commencing with Section 33000) of the Health and Safety Code, or a joint powers agency created pursuant to Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 of the Government Code, and, in addition to any other investigatory powers granted by this chapter, may investigate and report upon the method or system of performing the duties of such agency or authority.

933.5.

A grand jury may at any time examine the books and records of any special-purpose assessing or taxing district located wholly or partly in the county or the local agency formation commission in the county, and, in addition to any other investigatory powers granted by this chapter, may investigate and report upon the method or system of performing the duties of such district or commission.

933.6.

A grand jury may at any time examine the books and records of any nonprofit corporation established by or operated on behalf of a public entity the books and records of which it is authorized by law to examine, and, in addition to any other investigatory powers granted by this chapter, may investigate and report upon the method or system of performing the duties of such nonprofit corporation.