

# Humboldt County 2023-2024 Civil Grand Jury COMPLIANCE and CONTINUITY REPORT

Released June 11, 2024

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 2022-2023 Humboldt County Civil Grand Jury (HCCGJ) issued seven investigative reports to the residents of Humboldt County, which can be found at <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 not mandatory – they are an optional opportunity to place their reactions in the public record.

This compliance/continuity report compiles and summarizes the responses, both required and invited, to the 2022-2023 HCCGJ reports. **Every entity that was required to respond this year did so, and two invited responses were received.** 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.

To be concise, the responses in this report are paraphrased and abbreviated. 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 ELECTIONS INTEGRITY

April 21, 2023

Required responses:

Within 60 days (June 21, 2023) from the following individual:

Humboldt County Clerk-Recorder

(F1, F2, F3, F4, F5, F6, F7, F8, F9) and (R1, R2, R3, R4, R5, R6, R7)

Invited responses (*no response was received*):

Board of Directors, Humboldt County Elections Transparency Project

(F8, F9) and (R6, R7)

## RESPONSE SUMMARY MATRIX

This provides a count of the total number of agreements or disagreements with the respective findings and the responses to the 2022-2023 civil grand jury's recommendations.

FINDINGS		RECOMMENDATIONS	
A	AGREE	I	IMPLEMENTED
DP	DISAGREE PARTIALLY	WI	WILL IMPLEMENT
DC	DISAGREE COMPLETELY	FS	FURTHER STUDY
		WNI	WILL NOT IMPLEMENT

TABLES		FINDINGS			RECOMMENDATIONS			
		A	DP	DC	I	WI	FS	WNI
1-HCCR-F	1-HCCR-R	8		1	1	7		1

F Findings

R Recommendations

HCCR Humboldt County Clerk-Recorder

### Table 1-HCCR-F

#### ELECTIONS INTEGRITY: Required Response to Findings from

#### Humboldt County Clerk-Recorder

(F1, F2, F3, F4, F5, F6, F7, F8, F9)

FINDINGS	A	DP	DC	NOTES *
F1: The elections procedure was secure and had many double and triple checks to make sure the election was safe and secure.	✓			
F2: There is no internal manual describing the various election duties unique to Humboldt County. This could lead to specific job duties and tasks being overlooked.	✓			
F3: Some ballot drop boxes are not adequately secured in their designated locations, making their removal possible.			✓	Clerk-Recorder believes security is adequate, as there have been no reports of tampering.
F4: The Candidate Guide does not explain listing order on the ballot for local government candidates, creating unnecessary confusion.	✓			

FINDINGS	A	DP	DC	NOTES *
F5: Some managers did not receive the Poll Managers Training Manual but were taught from the Poll Workers Training Manual. This caused some unnecessary confusion with the successful completion of their duties.	✓			
F6: Some Poll Workers did not participate in mandatory training, which contributed to process errors.	✓			
F7: Having an outside nonprofit watchdog group is a useful check of ballot counting and tallying, providing validation to Humboldt County Elections.	✓			
F8: A Humboldt County Elections employee was serving on the Board of the nonprofit watchdog group validating that election. This results in the perception of a conflict of interest.	✓			
F9: There is no evidence of a Contract or Memorandum of Understanding between the Elections Office and the nonprofit watchdog volunteer group, known as the Elections Transparency Project, making the responsibilities of each entity unclear.	✓			

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 1-HCCR-R**  
**ELECTIONS INTEGRITY: Required Response to Recommendations from**  
**Humboldt County Clerk-Recorder**  
(R1, R2, R3, R4, R5, R6, R7)

RECOMMENDATIONS	I	WI	FS	WNI	NOTES *
R1: The Humboldt County Elections Office prepare policy and procedural manuals that can be amended and kept up-to-date annually or after each election. We recommend that this be completed before the next local, primary or general election.		✓			
R2: The Humboldt County Elections Office prepare a written matrix detailing specific duties and tasks to be performed and the persons responsible for those duties. We recommend that this be accomplished before the next local, primary or general election.		✓			
R3: The Humboldt County Elections Office replaces and upgrades ballot drop boxes for additional security. We recommend that this be accomplished before the next local, primary or general election.				✓	Clerk-Recorder believes security is adequate, as there have been no reports of tampering.
R4: The Humboldt County Elections Office update the Candidate Guide adding a section explaining candidate ballot listing order. This section shall be pursuant to the State of California Election Code § 13111. We recommend that this be accomplished before the next local, primary or general election.	✓				
R5: The Humboldt County Elections Office provide all Poll Workers with mandatory training prior to working on any election. We recommend that this be accomplished before the next local, primary or general election.		✓			

R6: The Humboldt County Elections Office create either a Contract or Memorandum of Understanding between the Humboldt County Elections Office and any volunteer nonprofit watchdog group. We recommend that this be accomplished before the next local, primary or general election.		✓			
<b>RECOMMENDATIONS</b>	<b>I</b>	<b>WI</b>	<b>FS</b>	<b>WNI</b>	<b>NOTES *</b>
R7: The Humboldt County Elections Office assures the public that no County Elections Office employees serve on the board of directors of any election watchdog group. We recommend that this be accomplished before the next local, primary or general election.		✓			

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

## 2.0 CHILD WELFARE SERVICES AND THE COURTS

May 1, 2023

Required responses:

Within 90 days (July 31, 2023) from the following governing body:

Humboldt County Board of Supervisors

All findings (F1-F22) and all recommendations (R1-R19)

Invited responses (*no responses were received*):

County Administrative Officer

(F1, F2, F7, F8, F9, F19, F21) and (R1, R2, R3, R4, R5, R6, R7, R15, R16)

Director of Humboldt County Human Resources

(F7, F8) and (R5, R7)

Director of Humboldt County Department of Health and Human Services

All findings (F1-F22) and all recommendations (R1-R19)

Director of Humboldt County Child Welfare Services

All findings (F1-F22) and all recommendations (R1-R19)

Office of the County Counsel

(F14, F19) and (R15)

### RESPONSE SUMMARY MATRIX

This provides a count of the total number of agreements or disagreements with the respective findings and the responses to the 2022-2023 civil grand jury's recommendations.

FINDINGS	
A	AGREE
DP	DISAGREE PARTIALLY
DC	DISAGREE COMPLETELY

RECOMMENDATIONS	
I	IMPLEMENTED
WI	WILL IMPLEMENT
FS	FURTHER STUDY
WNI	WILL NOT IMPLEMENT

TABLES	FINDINGS			RECOMMENDATIONS			
	A	DP	DC	I	WI	FS	WNI
2-BOS-F 2-BOS-R	4	6	12	5		1	13

F Findings

R Recommendations

BOS Humboldt County Board of Supervisors

**Table 2-BOS-F**

**CHILD WELFARE SERVICES AND THE COURTS: Required Response to Findings from Humboldt County Board of Supervisors**

(F1, F2, F3, F4, F5, F6, F7, F8, F9, F10, F11, F12, F13, F14, F15, F16, F17, F18, F19, F20, F21, F22)

FINDINGS	A	DP	DC	NOTES *
F1: The Humboldt County Department of Health and Human Services' Child Welfare Services Branch is understaffed, with only 64% of positions filled as of January 2023. This causes delays in providing services to children and families.		✓		Agree there are unfilled positions but believe delays are minimal.
F2: Using their current methods, Child Welfare Services has been unsuccessful in recruiting new workers, contributing to missed opportunities to attract new employees and understaffing.			✓	CWS believes recruitment is successful.
F3: Understaffing at Child Welfare Services leads to high caseloads and low worker morale, contributing to high worker turnover and a lack of experienced workers.		✓		The inability to fill all positions does cause high caseloads but only experienced workers are used. <i>Grand Jury comment: Response did not address turnover, morale.</i>
F4: Child Welfare Services employs Social Services Aides, Social Workers, Social Worker Supervisors, and other employees who demonstrate a genuine passion for the work of improving the lives of children but suffer from repeated moral injuries and burnout.		✓		Burnout exists but at a rate comparable to statewide, and support services are available for staff.
F5: The stress due to understaffing and overwork has led to a rise in health-related absenteeism for employees of the Child Welfare Services Court Unit.			✓	No empirical data exist showing health-related absenteeism.
F6: Child Welfare Services employs recently graduated Social Workers from California Polytechnic State University, Humboldt, using the California Social Worker Education Center Title IX-E program. They do not use this program in cooperation with any other universities. This results in missed opportunities to recruit and sponsor new Social Workers.	✓			
F7: Applications for new county employees within Child Welfare Services takes longer to process than necessary, resulting in some interested and capable workers choosing to abandon the process and seek employment elsewhere.		✓		Delays exist; the state controls applications for MSS positions.
F8: Applications for employment in Child Welfare Services are accepted for short periods of time and only two or three times per year. This results in potential workers who might be interested in employment not applying for these jobs.			✓	No empirical data exist showing people not applying for jobs.
F9: Child Welfare Services web pages do not include any mentions of or links to open jobs, leading potential new employees to believe these positions are not available.	✓			
F10: Open positions for Social Workers in Child Welfare Services can only be applied for through a State of California portal that is not referenced in any County of Humboldt web pages. This leads potential new employees to believe that positions are not available even when applications are being accepted.			✓	Links to postings are available on the county website.
F11: The Child Welfare Services Court Unit regularly receives newer employees in the Social Worker I and II classifications. Upon achieving the status of Social Worker III, after two years of experience, these employees are rotated to new assignments, creating a perpetual training cycle and inefficiencies in worker output.			✓	No rotation policy exists as stated in finding.

FINDINGS	A	DP	DC	NOTES *
F12: Child Welfare Services regularly fails to meet the legally mandated timelines for court filings. This results in court proceedings being extended, to the detriment of children, families, and the court.		✓		Does not agree with characterization “regularly fails.”
F13: When a worker in the Court Unit is absent on leave, on vacation, or the position is unfilled, there is no regular provision to fill the open position. This contributes to a backlog of cases being filed with the court.			✓	Temporary vacancies are covered by supervisors. Permanent vacancies are addressed via CalHR.
F14: When Child Welfare Services fails to meet legally mandated timelines for court filings they are not providing the children and families with due process. This could create a federal civil rights violation liability for the County of Humboldt.			✓	All parties are properly noticed regarding court dates.
F15: Court cases initiated by Child Welfare Services involve families in crisis who require interventions and supervision, and sometimes foster homes and adoption, all of which contribute to Adverse Childhood Experiences. Subjecting children to delays in court proceedings can make that trauma more severe.			✓	No empirical evidence exists showing that delays in court proceedings increase trauma.
F16: In recognition of the lack of timeliness in court filings Child Welfare Services has started a Quality Improvement Plan without the inclusion of other stakeholders aside from the court and County Counsel. Excluding major participants in the court process leads to an incomplete evaluation of the problems and potential solutions.			✓	External stakeholder consultation was sought as needed.
F17: Monthly Improvement Meetings, involving the court, private attorneys, and CWS have happened regularly in the past but as of April of 2023 are happening sporadically, if at all. This misses an opportunity to have regular discussions on specific issues that can help to streamline the entire court process.	✓			
F18: Attorneys who represent children and families in Child Welfare Services cases are effectively prevented from speaking directly with the Social Workers involved in particular cases. This results in delayed or nonexistent communication.			✓	Communication by email is routine, consistent with ethics rules, and is common practice in other counties.
F19: There are three attorney positions allocated to the County Counsel’s office for specialists in Child Welfare cases, one of which was unfilled as of April 2023. Even when fully staffed there are not enough attorneys in the County Counsel’s office to represent Child Welfare Services in a timely and effective manner.		✓		Two attorneys are effective, and a third one is coming soon.
F20: The Child Welfare Services Office of the Ombudsperson is vacant, providing no dedicated independent investigator and advocate for complaints from those involved in the Child Welfare System. This creates doubt that complaints are adequately investigated and addressed.			✓	Position is no longer vacant.
F21: When there is an Ombudsperson they report to the Deputy Director who supervises them, who also may supervise areas that are the subject of complaints. This creates the potential for a conflict of interest.	✓			
F22: The Department of Health and Human Services and Child Welfare Services are ultimately overseen by the Humboldt County Board of Supervisors. The Board has no way of receiving independent information on the status of the situation within the dependency court process. Having this information would be critical for the Board of Supervisors to make informed decisions regarding Child Welfare Services.			✓	DHHS does provide both regular and ad hoc updates to the Board of Supervisors.

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 2-BOS-R**

**CHILD WELFARE SERVICES AND THE COURTS: Required Response to Recommendations from Humboldt County Board of Supervisors**

(R1, R2, R3, R4, R5, R6, R7, R8, R9, R10, R11, R12, R13, R14, R15, R16, R17, R18, R19)

RECOMMENDATIONS	I	WI	FS	WNI	NOTES *
R1: Starting no later than January 1, 2024, Child Welfare Services actively recruit new Social Workers, not just from Cal Poly Humboldt but from universities throughout California. For funding recommendations see the wording below recommendation #4.	✓				
R2: Starting the academic year 2024/25, Child Welfare Services sponsor all Social Services Aides who show interest and meet minimum requirements through the College of the Redwoods and/or California State Polytechnic University, Humboldt, to earn a Bachelors of Social Work degree. For funding recommendation see the wording below recommendation #4.	✓				
R3: Starting in time for the 2024/25 academic year, Child Welfare Services sponsor all Social Worker I, II, and III employees who show interest and meet minimum requirements through the California State Polytechnic University, Humboldt, Masters of Social Work program. This will be for those unable to use the California Social Work Education Center Title IX-E program. For funding recommendations see the wording below recommendation #4.	✓				
R4: By the academic year 2024/25 Child Welfare Services take full advantage of the California Social Work Education Center Title IX-E program by working with universities throughout the state of California. For funding recommendations see the wording below.				✓	No data suggest that partnering with additional schools would be better than partnering with Cal Poly Humboldt alone.
<b>Funding Recommendation:</b> The Grand Jury recommends that Child Welfare Services fund the educational expenses listed in R1, R2, R3, R4, R16 and R17 with existing appropriations in the current fiscal year. If current appropriations are not sufficient, the Grand Jury recommends that Child Welfare Services, at its next earliest opportunity, pursue additional funding from an appropriate agency, including state or federal agencies, or submit to the Humboldt County Board of Supervisors, a request for additional funding, sufficient to fund the above recommendations.					
R5: Child Welfare Services work with County Human Resources and the Department of Health and Human Services Employee Services to streamline the hiring process so that it takes no more than two months between a candidate’s application and a decision by the county. This streamlining process to be in effect no later than April 1, 2024.				✓	County cannot control the timing of the CalHR hiring process.
R6: The Department of Health and Human Services Employee Services make personal contact with potential employees upon receipt of their application and at regular intervals during the hiring process, keeping them up to date on their status. This practice will be operable no later than November 1, 2024.				✓	County cannot provide status updates because only CalHR knows the status.
R7: There be a permanent open application process to create a pool of qualified people for all CWS Social Services Aide, Social				✓	There is no benefit to having a continuously open application process

Worker, and Social Worker Supervisor positions. This to be in effect no later than January 1, 2024.					because CalHR will not change their examination schedule.
<b>RECOMMENDATIONS</b>	<b>I</b>	<b>WI</b>	<b>FS</b>	<b>WNI</b>	<b>NOTES *</b>
R8: Child Welfare Services increase their internet presence for all job openings. This recommendation to be implemented by November 1, 2023.			✓		DHHS will work with UC Davis and a leading expert in the child welfare field to discuss recruitment and retention strategies for CWS positions.
R9: The practice of moving Social Workers out of the Court Unit after just a few years cease. Employees should not start their careers in the Court Unit. This procedural change to take place no later than October 1, 2023.				✓	No policy or practice exists to move workers based solely on time spent in a unit.
R10: When an opening is created within the Court Unit a Social Worker from another unit be temporarily assigned until the position can be filled full-time. This practice to be operable no later than October 1, 2023.				✓	The decision to fill any vacancy or transferring staff is based on staffing levels, program need and fit.
R11: The Child Welfare Services Court Unit should be the top priority for full staffing now and into the future. This procedural change to take place no later than October 1, 2023.				✓	Top priority is Emergency Response investigative work to ensure timely safety assessments & timely investigations.
R12: Child Welfare Services convene a diverse working group of stakeholders in the Dependency Court process to address quality improvement. These meetings are distinct from those described in R13 in that they will focus on internal Child Welfare Services Quality Improvement Plans. This working group to be convened no later than January 1, 2024.	✓				
R13: Child Welfare Services should advocate that Monthly Improvement Meetings involving the court, private attorneys, and Child Welfare Services be reinstated. This advocacy to begin no later than October 1, 2023.				✓	Superior Court hosts these meetings; they determine the timing.
R14: Child Welfare Services and County Counsel enact a blanket exemption to the procedure of Social Workers being required to have County Counsel present whenever they speak with an attorney representing a child or parent. This recommendation to be in place no later than October 1, 2023.				✓	This recommendation would violate California Rules of Professional Conduct 4.2.
R15: The Humboldt County Board of Supervisors fund two additional attorneys assigned to work with Child Welfare Services. For funding recommendations see the wording below recommendation #4. The process of hiring new attorneys to begin no later than December 1, 2023.				✓	No funding for additional attorneys.
R16: The Humboldt County Board of Supervisors retain a consultant unrelated to Humboldt County Government or Agencies to provide a comprehensive evaluation of and recommendations for Child Welfare Services. This independent consultant to be retained no later than January 1, 2024. For funding recommendations see wording below recommendation #4				✓	No funding for consultants.
R17: By January 1, 2024, the position of Child Welfare Services Office of the Ombudsperson be filled.	✓				
R18: By April 1, 2024, the Humboldt County Board of Supervisors remove the Ombudsperson position from the Child Welfare				✓	An external review of the Ombudsperson office is

Services organizational structure, reallocating the position to the County Administrative Officer, to whom they will directly report.					being pursued which may or may not include reorganization recommendations.
<b>RECOMMENDATIONS</b>	<b>I</b>	<b>WI</b>	<b>FS</b>	<b>WNI</b>	<b>NOTES *</b>
R19: The Humboldt County Board of Supervisors create a committee whose sole mission is to independently and accurately evaluate the status of timely court filings by Child Welfare Services. They will report their findings quarterly to the Board of Supervisors. This committee to be operational no later than January 1, 2024.				✓	CWS has an internal tracking system. Aggregated court report timeliness is provided to the BOS on a regular basis, on an ad hoc basis, and whenever requested by the BOS.

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

### 3.0 INCORPORATING MCKINLEYVILLE

May 22, 2023

Required responses:

Within 90 days (August 21, 2023) from the following governing body:

Humboldt County Board of Supervisors

All findings (F1-F4) and all recommendations (R1-R6)

Invited responses:

McKinleyville Municipal Advisory Committee (*no response was received*)

All findings (F1-F4) and all recommendations (R1-R6)

McKinleyville Community Services District (*response received*)

All findings (F1-F4) and all recommendations (R1-R6)

#### RESPONSE SUMMARY MATRIX

This provides a count of the total number of agreements or disagreements with the respective findings and the responses to the 2022-2023 civil grand jury’s recommendations.

FINDINGS	
A	AGREE
DP	DISAGREE PARTIALLY
DC	DISAGREE COMPLETELY

RECOMMENDATIONS	
I	IMPLEMENTED
WI	WILL IMPLEMENT
FS	FURTHER STUDY
WNI	WILL NOT IMPLEMENT

TABLES	FINDINGS			RECOMMENDATIONS			
	A	DP	DC	I	WI	FS	WNI
3-BOS-F 3-BOS-R	3		1	2			4
3-MCSD-Narrative							

F Findings

R Recommendations

BOS Humboldt County Board of Supervisors

MCSD McKinleyville Community Services District

Table 3-BOS-F

#### INCORPORATING MCKINLEYVILLE: Required Response to Findings from Humboldt County Board of Supervisors

(F1, F2, F3, F4)

FINDINGS	A	DP	DC	NOTES *
F1: Interest in the topic of incorporating McKinleyville as a city has been demonstrated by the citizens of McKinleyville. No in-depth Initial Feasibility Analysis of the advantages and disadvantages of incorporation has ever been conducted, resulting in the citizens not knowing the pros and cons of incorporation.	✓			

FINDINGS	A	DP	DC	NOTES *
F2: Incorporation as a city poses financial and other impacts on the residents of the proposed new city, adjacent communities, and the county as a whole. Without an in-depth Initial Feasibility Analysis the citizens of McKinleyville cannot know how these impacts affect them.	✓			
F3: The McKinleyville Municipal Advisory Committee is an appointed body that provides recommendations to the County Planning Commission and the County Board of Supervisors on local issues. While the committee has received interest about incorporation from some citizens of McKinleyville, they have no ability to be responsive to these citizens because they cannot implement an in-depth Initial Feasibility Analysis.			✓	The MMAC can be responsive to residents in ways other than doing a feasibility analysis (such as using feedback it receives to provide advice to the BOS regarding incorporation).
F4: An independent and neutral qualified company that specializes in such matters is needed to create an in-depth Initial Feasibility Analysis. No funding for such a study exists.	✓			

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 3-BOS-R**

**INCORPORATING MCKINLEYVILLE: Required Response to Recommendations from Humboldt County Board of Supervisors (R1, R2, R3, R4, R5, R6)**

RECOMMENDATIONS	I	WI	FS	WNI	NOTES *
R1: By no later than November 1, 2023, the Humboldt County Board of Supervisors provide the McKinleyville Municipal Advisory Committee, and any of its subcommittees, with the authority to seek other sources of funding to assist in the creation of the in-depth Initial Feasibility Analysis.	✓				
R2: By no later than November 1, 2023, the Humboldt County Board of Supervisors authorize the McKinleyville Municipal Advisory Committee, and any of its subcommittees, to make recommendations to the Board of Supervisors on the scope and specifics of the in-depth Initial Feasibility Analysis.	✓				
R3: By no later than November 1, 2023, the Humboldt County Board of Supervisors provide additional staff support to assist the McKinleyville Municipal Advisory Committee in accomplishing the creation of the in-depth Initial Feasibility Analysis. See below regarding suggested funding sources.				✓	No funding at this time; any member of the BOS could bring a discussion item forward in the future if interested in funding the Initial Feasibility Analysis.

R4: By no later than January 1, 2024 the Humboldt County Board of Supervisors create a Request for Proposal to solicit bids from qualified contractors to conduct an in-depth Initial Feasibility Analysis on the effects and impacts of McKinleyville being incorporated as a city. See below regarding suggested funding sources.				✓	No funding at this time; any member of the BOS could bring a discussion item forward in the future if interested in funding the Initial Feasibility Analysis.
<b>RECOMMENDATIONS</b>	<b>I</b>	<b>WI</b>	<b>FS</b>	<b>WNI</b>	<b>NOTES *</b>
R5: By no later than March 1, 2024, the Humboldt County Board of Supervisors enter into a contract with the qualified contractor chosen from the bidding process for the Request for Proposal to conduct an in-depth Initial Feasibility Analysis on the effects and impacts of McKinleyville being incorporated as a city. See below regarding suggested funding sources.				✓	Not doing RFP in Recommendation 4.
R6: By no later than October 1, 2024, an in-depth Initial Feasibility Analysis on the effects and impacts of McKinleyville being incorporated as a city be completed. See below regarding suggested funding sources.				✓	No funding at this time; any member of the BOS could bring a discussion item forward in the future if interested in funding the Initial Feasibility Analysis.
<b>Funding Recommendation:</b> The Grand Jury recommends that the Humboldt County Board of Supervisors fund the expenses listed in R3, R4, R5, and R6 with existing appropriations in the current fiscal year. If current appropriations are not sufficient, the Grand Jury recommends that BOS, at its next earliest opportunity, pursue additional funding from an appropriate agency, including state or federal agencies.					

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 3-MCSD-Narrative  
INCORPORATING MCKINLEYVILLE: Invited Response from  
McKinleyville Community Services District**

<p>The MCSD did not respond to all individual findings and recommendations. The main points in their response:</p> <ul style="list-style-type: none"> <li>• Neither senior staff nor MCSD Board members were interviewed by the Grand Jury. **</li> <li>• R5 called for an Initial Feasibility Analysis (IFA) on the effects/impacts of McKinleyville incorporation by a ‘qualified contractor’; the MCSD stated that the assessment: <ul style="list-style-type: none"> <li>○ Must be done by a contractor with experience conducting IFA studies in areas where an existing Special Services District was currently functioning.</li> <li>○ Should fully evaluate MCSD continuing to function as a standalone California Community Services District.</li> <li>○ Must fully evaluate options for municipal integration of municipal services with existing MCSD services.</li> <li>○ Must fully evaluate existing MCSD debt service covenants and revenue stream dedication requirements.</li> <li>○ Must be based on existing water and sewer infrastructure, with existing utility services constituting the baseline.</li> </ul> </li> <li>• MCSD does not believe that at this time the McKinleyville Municipal Advisory Committee has the authority or capacity to manage any "other sources of funding" to facilitate any IFA preparation or can do so within the tight timeframes presented.</li> <li>• Completion of a competent report on this subject matter will take much longer than the time periods allotted in the Grand Jury Report.</li> </ul>
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**\*\* Grand Jury comment: All interviews are confidential; the MCSD Board would not necessarily know whether or not anyone at MCSD was interviewed.**

# 4.0 CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES

June 9, 2023

Required responses:

Within 60 days (August 9, 2023) from the following individual:

Humboldt County Sheriff ◆

(F1, F4, F7, F8, F13, F14) and (R1, R2, R3, R4, R5, R8, R9, R12, R13, R14)

Within 90 days (September 8, 2023) from the following governing body:

Humboldt County Board of Supervisors ◆

(F1, F4, F7, F8, F9, F13, F14) and (R1, R2, R3, R4, R5, R6, R8, R9, R12, R13, R14)

◆ The Sheriff response was dated August 30. Board of Supervisors response was dated September 12.

Invited responses (*no responses were received*):

Humboldt County Department of Human Resources

(F9) and (R6)

Humboldt County Probation Department

(F12) and (R7)

Humboldt County Human Resources Department

(F1, F4, F7, F8, F9, F13, F14, F18, F19, F20) and (R1, R2, R3, R4, R5, R6, R7, R8, R9, R12, R13, R14)

State of California, Department of Transportation

(F17, R11)

## RESPONSE SUMMARY MATRIX

This provides a count of the total number of agreements or disagreements with the respective findings and the responses to the 2022-2023 civil grand jury’s recommendations.

FINDINGS	
A	AGREE
DP	DISAGREE PARTIALLY
DC	DISAGREE COMPLETELY

RECOMMENDATIONS	
I	IMPLEMENTED
WI	WILL IMPLEMENT
FS	FURTHER STUDY
WNI	WILL NOT IMPLEMENT

TABLES	FINDINGS				RECOMMENDATIONS			
	A	DP	DC		I	WI	FS	WNI
4-HCSO-F 4-HCSO-R	6				2	4	2	2
4-BOS-F 4-BOS-R	5	2				2		9

F Findings

R Recommendations

HCSO Humboldt County Sheriff’s Office

BOS Humboldt County Board of Supervisors

**Table 4-HCSO-F**

**CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES: Required Response to Findings from Humboldt County Sheriff’s Office**

(F1, F4, F7, F8, F13, F14)

<b>FINDINGS</b>	<b>A</b>	<b>DP</b>	<b>DC</b>	<b>NOTES *</b>
F1: The Humboldt County Correctional Facility staff makes an effort to treat the resident population with respect and compassion, often under very difficult conditions.	✓			
F4: Incoming and outgoing Correctional Deputies at the Sheriff’s Work Alternative Program - Sheriff’s Farm do not regularly have an overlapping period at the Farm, resulting in a lack of transferred knowledge and skills.	✓			
F7: The Sheriff’s Office Animal Shelter has multiple building maintenance issues such as the compromised roof and obsolete security cameras requiring immediate attention. The security camera issue was also noted by the 2021-2022 Grand Jury.	✓			
F8: Several lamp posts in the parking lot of the Sheriff’s Office Animal Shelter have collapsed, and others are showing signs of continued deterioration, weakening the integrity of the metal, thereby endangering the public, staff, volunteers and parked vehicles.	✓			
F13: The Humboldt County Coroner’s autopsy room cabinets and countertops are constructed of wood, a porous material, creating a potential biohazard for the staff.	✓			
F14: The Humboldt County Coroner’s evidence room lacks organized storage cabinets and has limited space, potentially compromising the secure storage and preservation of material needed for forensic, legal, and administrative purposes.	✓			

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 4-HCSO-R**

**CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES: Required Response to Recommendations from Humboldt County Sheriff’s Office**

(R1, R2, R3, R4, R5, R8, R9, R12, R13, R14)

<b>RECOMMENDATIONS</b>	<b>I</b>	<b>WI</b>	<b>FS</b>	<b>WNI</b>	<b>NOTES *</b>
R1: By March 31, 2024, the Humboldt County Sheriff create and implement an incentive plan to retain dedicated current Correctional Deputies at the Humboldt County Correctional Facility. For funding recommendations see the wording below recommendation #2.		✓			
R2: By March 31, 2024, the Humboldt County Department of Health and Human Services create and implement an incentive plan to retain dedicated current Behavioral Health Clinicians within the Humboldt County Correctional Facility, and recruit and hire new Clinicians to staff the unfilled allocated positions. For funding recommendations see the wording below recommendation #2.				✓	Recruitment is not the responsibility of the Sheriff’s Office.

RECOMMENDATIONS	I	WI	FS	WNI	NOTES *
<p><b>Funding Recommendation:</b> The Grand Jury recommends the Humboldt County Sheriff provide funding for R1, and the Department of Health and Human Services provide funding for R2, with appropriations in the current fiscal year. If current appropriations are not sufficient, the Grand Jury recommends the Department of Health and Human Services, at its next earliest opportunity, pursue additional funding from an appropriate agency, including state or federal agencies, or submit to the Humboldt County Board of Supervisors, a request for additional funding, sufficient to fund the above recommendations.</p>					
<p>R3: By March 31, 2024, the Humboldt County Sheriff schedule no less than one month of overlap between incoming and outgoing Correctional Deputies at the Sheriff's Farm.</p>	✓				
<p>R4: The Humboldt County Sheriff review and schedule the repair of deferred maintenance items, specifically the ongoing roof leaks and outdated security cameras in the Animal Shelter. These repairs should be completed no later than March 31, 2024. For funding recommendations see the wording below recommendation #5.</p>		✓			
<p>R5: The Humboldt County Sheriff schedule maintenance to replace or repair exterior lamp posts in the Humboldt County Animal Shelter parking lot. These projects should be completed no later than March 31, 2024. For funding recommendations see the wording below recommendation #5.</p>			✓		<p>We do not have a deferred maintenance budget, so funding for this is uncertain. <i>Grand Jury comment: BOS response was "Will implement"</i></p>
<p><b>Funding Recommendation:</b> The Grand Jury recommends the Humboldt County Sheriff provide funding for R1, and the Department of Health and Human Services provide funding for R2, with appropriations in the current fiscal year. If current appropriations are not sufficient, the Grand Jury recommends the Department of Health and Human Services, at its next earliest opportunity, pursue additional funding from an appropriate agency, including state or federal agencies, or submit to the Humboldt County Board of Supervisors, a request for additional funding, sufficient to fund the above recommendations.</p>					
<p>R8: No later than March 31, 2024, the Humboldt County Coroner's autopsy and cadaver storage rooms be upgraded to meet modern standards and best practices, including the removal of porous surfaces that can absorb biological materials. For funding recommendations see the wording below recommendation #9.</p>				✓	<p>Funding has not been identified by the county to for this necessary upgrade.</p>
<p>R9: The Humboldt County Coroner evidence room be re-organized no later than March 31, 2024. For funding recommendations see the wording below recommendation #9.</p>			✓		<p>Will work with coroner's office personnel to determine best course of action for immediate needs (there is no funding to upgrade)</p>

RECOMMENDATIONS	I	WI	FS	WNI	NOTES *
<b>Funding Recommendation:</b> The Grand Jury recommends that the Humboldt County Sheriff's Office provide funding for (R8) and (R9) with appropriations in the current fiscal year. If current appropriations are not sufficient, the Grand Jury recommends the Humboldt County Sheriff's Office at its earliest opportunity, pursue additional funding from the Board of Supervisors, sufficient to fund the above recommendations.					
R12: The Humboldt County Sheriff request and secure directional signs on Redwood Drive and Cedar Street no later than March 31, 2024. For funding recommendations see the wording below recommendation #14.		✓			
R13: The Humboldt County Sheriff request and secure directional signs on US-101 from the California State Department of Transportation no later than March 31, 2024. For funding recommendations see the wording below recommendation #14.		✓			
R14: The Humboldt County Sheriff direct the staff at Sheriff's Garberville Station to post the hours of operation and contact telephone numbers no later than December 31, 2023. For funding recommendations see the wording below recommendation #14.	✓				
<b>Funding Recommendation:</b> The Grand Jury recommends that the Humboldt County Sheriff's Office provide funding for R12, R13, and R14 with appropriations in the current fiscal year. If current appropriations are not sufficient, the Grand Jury recommends the Humboldt County Sheriff's Office at its earliest opportunity, pursue additional funding from the Board of Supervisors, sufficient to fund the above recommendations.					

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 4-BOS-F**

**CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES: Required Response to Findings from Humboldt County Board of Supervisors (F1, F4, F7, F8, F9, F13, F14)**

FINDINGS	A	DP	DC	NOTES *
F1: The Humboldt County Correctional Facility staff makes an effort to treat the resident population with respect and compassion, often under very difficult conditions.	✓			
F4: Incoming and outgoing Correctional Deputies at the Sheriff's Work Alternative Program - Sheriff's Farm do not regularly have an overlapping period at the Farm, resulting in a lack of transferred knowledge and skills.	✓			
F7: The Sheriff's Office Animal Shelter has multiple building maintenance issues such as the compromised roof and obsolete security cameras requiring immediate attention. The security camera issue was also noted by the 2021-2022 Grand Jury.	✓			

FINDINGS	A	DP	DC	NOTES *
F8: Several lamp posts in the parking lot of the Sheriff's Office Animal Shelter have collapsed, and others are showing signs of continued deterioration, weakening the integrity of the metal, thereby endangering the public, staff, volunteers and parked vehicles.		✓		Existing poles have been made safe; replacements are still needed.
F9: The Sempervirens Psychiatric Health Facility is a building in disrepair. The deferred maintenance issues concerning rainwater leaking from windows, the ceiling, and drafty dormitory windows cause discomfort and increase anxiety for residents and staff.		✓		Maintenance challenges exist due to age of facility, but routine repairs are being made as needed.
F13: The Humboldt County Coroner's autopsy room cabinets and countertops are constructed of wood, a porous material, creating a potential biohazard for the staff.	✓			
F14: The Humboldt County Coroner's evidence room lacks organized storage cabinets and has limited space, potentially compromising the secure storage and preservation of material needed for forensic, legal, and administrative purposes.	✓			

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 4-BOS-R**

**CUSTODY, CORRECTIONS, AND OTHER COUNTY FACILITIES: Required Response to Recommendations from Humboldt County Board of Supervisors**

(R1, R2, R3, R4, R5, R6, R8, R9, R12, R13, R14)

RECOMMENDATIONS	I	WI	FS	WNI	NOTES *
R1: By March 31, 2024, the Humboldt County Sheriff create and implement an incentive plan to retain dedicated current Correctional Deputies at the Humboldt County Correctional Facility. For funding recommendations see the wording below recommendation #2.				✓	Sheriff has control and is in process of implementing.
R2: By March 31, 2024, the Humboldt County Department of Health and Human Services create and implement an incentive plan to retain dedicated current Behavioral Health Clinicians within the Humboldt County Correctional Facility, and recruit and hire new Clinicians to staff the unfilled allocated positions. For funding recommendations see the wording below recommendation #2.				✓	Additional retention/recruitment incentives can be discussed during negotiations for the next MOU covering DHHS Behavioral Health Clinicians.
<b>Funding Recommendation:</b> The Grand Jury recommends the Humboldt County Sheriff provide funding for R1, and the Department of Health and Human Services provide funding for R2, with appropriations in the current fiscal year. If current appropriations are not sufficient, the Grand Jury recommends the Department of Health and Human Services, at its next earliest opportunity, pursue additional funding from an appropriate agency, including state or federal agencies, or submit to the Humboldt County Board of Supervisors, a request for additional funding, sufficient to fund the above recommendations.					
R3: By March 31, 2024, the Humboldt County Sheriff schedule no less than one month of overlap between incoming and outgoing Correctional Deputies at the Sheriff’s Farm.				✓	Sheriff has control and has implemented.
R4: The Humboldt County Sheriff review and schedule the repair of deferred maintenance items, specifically the ongoing roof leaks and outdated security cameras in the Animal Shelter. These repairs should be completed no later than March 31, 2024. For funding recommendations see the wording below recommendation #5.		✓			
R5: The Humboldt County Sheriff schedule maintenance to replace or repair exterior lamp posts in the Humboldt County Animal Shelter parking lot. These projects should be completed no later than March 31, 2024. For funding recommendations see the wording below recommendation #5.		✓			
<b>Funding Recommendation:</b> The Grand Jury recommends that the Humboldt County Sheriff provide funding for R4 and R6 with existing appropriations in the current fiscal year. If current appropriations are not sufficient, the Grand Jury recommends that the Humboldt County Sheriff, at their next earliest opportunity, pursue additional funding from an appropriate agency, including state or federal agencies, or submit to the Humboldt County Board of Supervisors, a request for additional funding, sufficient to fund the above recommendations.					

RECOMMENDATIONS	I	WI	FS	WNI	NOTES *
R6: The Department of Health and Human Services Behavioral Health Branch review and create a maintenance schedule to repair the leaking roof and broken windows throughout the Sempervirens Psychiatric Facility by no later than March 31, 2024. For funding recommendations see the wording directly below.				✓	Regular maintenance issues are being handled. DHHS is seeking funding to replace/refurbish the facility.
<b>Funding Recommendation:</b> The Grand Jury recommends that the Department of Health and Human Services Behavioral Health Branch provide funding for (R6) with appropriations in the current fiscal year. If current appropriations are not sufficient, the Grand Jury recommends the Department of Health and Human Services Behavioral Health Branch at its earliest opportunity, pursue additional funding from an appropriate agency, including state or federal agencies, or submit to the Humboldt County Board of Supervisors, a request for additional funding, sufficient to fund the above recommendations.					
R8: No later than March 31, 2024, the Humboldt County Coroner's autopsy and cadaver storage rooms be upgraded to meet modern standards and best practices, including the removal of porous surfaces that can absorb biological materials. For funding recommendations see the wording below recommendation #9.				✓	Public Works will need to investigate/document standards, develop cost estimates, and find funding.
R9: The Humboldt County Coroner evidence room be re-organized no later than March 31, 2024. For funding recommendations see the wording below recommendation #9.				✓	Sheriff has responsibility to determine best course of action.
<b>Funding Recommendation:</b> The Grand Jury recommends that the Humboldt County Sheriff's Office provide funding for (R8) and (R9) with appropriations in the current fiscal year. If current appropriations are not sufficient, the Grand Jury recommends the Humboldt County Sheriff's Office at its earliest opportunity, pursue additional funding from the Board of Supervisors, sufficient to fund the above recommendations.					
R12: The Humboldt County Sheriff request and secure directional signs on Redwood Drive and Cedar Street no later than March 31, 2024. For funding recommendations see the wording below recommendation #14.				✓	Sheriff has responsibility. Will implement.
R13: The Humboldt County Sheriff request and secure directional signs on US-101 from the California State Department of Transportation no later than March 31, 2024. For funding recommendations see the wording below recommendation #14.				✓	Sheriff has responsibility. Will implement.
R14: The Humboldt County Sheriff direct the staff at Sheriff's Garberville Station to post the hours of operation and contact telephone numbers no later than December 31, 2023. For funding recommendations see the wording below recommendation #14.				✓	Sheriff has responsibility. Has been implemented.
<b>Funding Recommendation:</b> The Grand Jury recommends that the Humboldt County Sheriff's Office provide funding for R12, R13, and R14 with appropriations in the current fiscal year. If current appropriations are not sufficient, the Grand Jury recommends the Humboldt County Sheriff's Office at its earliest opportunity, pursue additional funding from the Board of Supervisors, sufficient to fund the above recommendations.					

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

# 5.0 EMERGENCY PREPAREDNESS

June 16, 2023

Required responses:

Within 60 days (August 16, 2023) from the following individual:

Humboldt County Sheriff ◆

All findings (F1-F10) and all recommendations (R1-R7)

Within 90 days (September 15, 2023) from the following governing body:

Humboldt County Board of Supervisors

All findings (F1-F10) and all recommendations (R1-R7)

◆ Sheriff response was dated August 29.

## RESPONSE SUMMARY MATRIX

This provides a count of the total number of agreements or disagreements with the respective findings and the responses to the 2022-2023 civil grand jury’s recommendations.

FINDINGS	
A	AGREE
DP	DISAGREE PARTIALLY
DC	DISAGREE COMPLETELY

RECOMMENDATIONS	
I	IMPLEMENTED
WI	WILL IMPLEMENT
FS	FURTHER STUDY
WNI	WILL NOT IMPLEMENT

TABLES	FINDINGS			RECOMMENDATIONS			
	A	DP	DC	I	WI	FS	WNI
5-HCSO-F 5-HCSO-R	1	3	6	1	3		3
5-BOS-F 5-BOS-R	1	5	4	1	1		5

F Findings

R Recommendations

HCSO Humboldt County Sheriff’s Office

BOS Humboldt County Board of Supervisors

Table 5-HCSO-F

### EMERGENCY PREPAREDNESS: Required Response to Findings from Humboldt County Sheriff’s Office

(F1, F2, F3, F4, F5, F6, F7, F8, F9, F10)

FINDINGS	A	DP	DC	NOTES *
F1: No evidence could be found that the County’s Disaster Council has met since the adoption of the Humboldt County Emergency Operations Plan in 2015. As a consequence of not being active, the Disaster Council provides no direction with regard to emergency planning, communication, coordination, or response within the County.		✓		Disaster Council has met, but not since 2018. An OES Policy Group has met during recent emergencies to carry out Disaster Council functions.

FINDINGS	A	DP	DC	NOTES *
F2: The Humboldt County Disaster Council does not have a process to identify how the Chair or Vice Chair of the Disaster Council is selected. As a consequence, the twice-yearly meetings have not been scheduled.			✓	Humboldt County Code establishes control with the Sheriff; the Sheriff and Undersheriff are the Chair and Vice Chair by default. Meetings have not been scheduled due to nearly consecutive emergencies since 2018.
F3: Without a selected Chairman or Vice Chairman of the Humboldt County Disaster Council to appoint members to the Disaster Council, most of the Disaster Council membership slots defined in the 2011 ordinance, as well as recently state-mandated slots such as culturally diverse communities, remain vacant, which leads to no oversight of the existing 2015 Humboldt County Emergency Operations Plan.			✓	The only two state-mandated positions are filled; other positions will be filled as needed per state suggestions.
F4: No evidence could be found that the existing 2015 Humboldt County Emergency Operations Plan has been completely reviewed or revised by Humboldt County since 2015. As a consequence, emergency response may be uncoordinated and delayed, and the public may not be authoritatively advised on proper emergency preparedness.			✓	Use of the 2015 plan has not been a problem, and we are currently working on an update for initial review in late 2024
F5: The Humboldt County Office of Emergency Services is understaffed, which contributes to a lack of capacity to revise and update its Emergency Operations Plan.	✓			
F6: The existing Humboldt County Emergency Operations Plan has yet to be reviewed or commented upon by the California Office of Emergency Services. As a consequence, there may be flaws in the plan; emergency response may be uncoordinated and delayed, and the public may not be authoritatively advised on proper emergency preparedness.		✓		Review of local plans by Cal OES was not a requirement until 2021. We expect their review of our updated plan in 2024/2025.
F7: Emergency preparedness training of the public is sporadic, due in part to lack of available staff. This lack of training leaves everyone to fend for themselves for an undetermined amount of time.			✓	CERT trainings have been conducted annually throughout the county since 2021.
F8: There are no easily understood and readily available printed copies of Humboldt County emergency evacuation plans, routes, and maps, even for reasonably foreseeable emergencies. This omission leaves everyone within Humboldt County without critical decision tools to respond to an emergency or disaster.			✓	Publishing evacuation routes before an incident could potentially compromise their viability. Our robust online zone system allows residents to identify which of the 300 zones is theirs; they use that information to determine which evacuation orders apply to them when the emergency happens.
F9: The contact lists of the Humboldt Operations Area (Humboldt County) are cumbersome, informal, out-of-date, and not uniformly available among the emergency agencies. They presently have numerous errors and omissions, which can potentially lead to delays in the coordination of emergency responses.		✓		We are working to update the contact lists. No undue delays in response have occurred due to the state of the lists.
F10: Humboldt County officials take PG&E's assertions regarding the safety of the Independent Spent Fuel Storage Installation at face value. There is no Independent Spent Fuel Storage Installation component or business plan included in the County's 2015 Emergency Operations Plan. This omission may lead to a delay in emergency responses and hazard mitigation.			✓	The County of Humboldt is not the primary entity responsible for incidents at the ISFSI. We and PG&E review their Emergency Plan annually.

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 5-HCSO-R**

**EMERGENCY PREPAREDNESS: Required Response to Recommendations from Humboldt County Sheriff’s Office**

(R1, R2, R3, R4, R5, R6, R7)

RECOMMENDATIONS	I	WI	FS	WNI	NOTES *
R1: The Humboldt County Board of Supervisors fully staff and schedule the Disaster Council’s meetings by no later than December 31, 2023.		✓			
R2: The Humboldt County Board of Supervisors expand the Disaster Council’s required membership, which includes state-mandated members from culturally diverse communities, utilities, and emergency communications, as well as the integration of interpreters and translators by no later than December 31, 2024. (See funding recommendation under R5)				✓	There is no state-mandated roster for Disaster Council membership. Their recommendations will be incorporated after Humboldt County Code 2210 is updated.
R3: The Humboldt County Board of Supervisors direct the Humboldt County Disaster Council in coordination with the Humboldt County Sheriff’s Office of Emergency Services to submit a comprehensively updated Emergency Operations Plan by no later than December 31, 2024.		✓			
R4: The Humboldt County Sheriff clarify the chain of command and direction of the Community Emergency Response Team (CERT) and other local volunteer emergency preparedness groups by no later than December 31, 2023.	✓				
R5: The Humboldt County Sheriff direct The Humboldt County Office of Emergency Services to write and print for release an easily-understood emergency preparedness handbook, including emergency evacuation routes and destination maps to all county residents and visitors by no later than March 31, 2024.				✓	Emergency Preparedness Handbooks have been printed and handed out at public outreach events for multiple years. Exact evacuation routes can’t be printed because they are determined at the time of the emergency. Residents are encouraged to use the Genasys system to learn their zone.
<b>Funding Recommendation:</b> The Grand Jury recommends that the Humboldt County Board of Supervisors fund the expenses listed in R2 and R5 with existing appropriations in the current fiscal year. If current appropriations are not sufficient, the Grand Jury recommends that the BOS, at its next earliest opportunity, pursue additional funding from an appropriate agency, including state or federal agencies.					

R6: The Humboldt County Sheriff direct the Humboldt County Office of Emergency Services to update its contact directory annually and distribute it among the pertinent county emergency agencies and local volunteers serving on the existing Humboldt County Operational Area group, no later than December 31, 2023.		✓			
<b>RECOMMENDATIONS</b>	<b>I</b>	<b>WI</b>	<b>FS</b>	<b>WNI</b>	<b>NOTES *</b>
R7: The Humboldt County Sheriff direct the Humboldt County Office of Emergency Services to include a completely updated Humboldt County Emergency Operations Plan that includes an annex or contingency plan, addressing any Independent Spent Fuel Storage Installation-related emergencies by no later than December 31, 2024.				✓	PG&E is the primary agency responsible for addressing incidents at the ISFSI.

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 5-BOS-F**

**EMERGENCY PREPAREDNESS: Required Response to Findings from Humboldt County Board of Supervisors**

(F1, F2, F3, F4, F5, F6, F7, F8, F9, F10)

<b>FINDINGS</b>	<b>A</b>	<b>DP</b>	<b>DC</b>	<b>NOTES *</b>
F1: No evidence could be found that the County’s Disaster Council has met since the adoption of the Humboldt County Emergency Operations Plan in 2015. As a consequence of not being active, the Disaster Council provides no direction with regard to emergency planning, communication, coordination, or response within the County.		✓		The Disaster Council met in 2018. In emergencies, an OES incident policy group performs the same functions as the Disaster Council would.
F2: The Humboldt County Disaster Council does not have a process to identify how the Chair or Vice Chair of the Disaster Council is selected. As a consequence, the twice-yearly meetings have not been scheduled.		✓		There is a process to identify the Chair and Vice Chair. Twice-yearly meetings have not been scheduled due to multiple emergencies and in part due to staff turnover.
F3: Without a selected Chairman or Vice Chairman of the Humboldt County Disaster Council to appoint members to the Disaster Council, most of the Disaster Council membership slots defined in the 2011 ordinance, as well as recently state-mandated slots such as culturally diverse communities, remain vacant, which leads to no oversight of the existing 2015 Humboldt County Emergency Operations Plan.			✓	Recommendations provided by the state regarding Disaster Councils are not obligatory. Humboldt County Code does follow many of the state’s recommendations for varied membership.
F4: No evidence could be found that the existing 2015 Humboldt County Emergency Operations Plan has been completely reviewed or revised by Humboldt County since 2015. As a consequence, emergency response may be uncoordinated and delayed, and the public may not be authoritatively advised on proper emergency preparedness.			✓	There is no empirical evidence that the 2015 Humboldt County Emergency Operations Plan (EOP) has delayed the county’s recent emergency responses or compromised the ability for the public to receive timely incident-related information. OES staff have been reviewing the plan and a revised draft EOPO should be available in 2024 or 2025.

F5: The Humboldt County Office of Emergency Services is understaffed, which contributes to a lack of capacity to revise and update its Emergency Operations Plan.	✓			
F6: The existing Humboldt County Emergency Operations Plan has yet to be reviewed or commented upon by the California Office of Emergency Services. As a consequence, there may be flaws in the plan; emergency response may be uncoordinated and delayed, and the public may not be authoritatively advised on proper emergency preparedness.		✓		Review of local plans by Cal OES was not a requirement until 2021. We expect their review of our updated plan in 2024/2025.
<b>FINDINGS</b>	<b>A</b>	<b>DP</b>	<b>DC</b>	<b>NOTES *</b>
F7: Emergency preparedness training of the public is sporadic, due in part to lack of available staff. This lack of training leaves everyone to fend for themselves for an undetermined amount of time.			✓	Public CERT training was held at eight locations since 2021. Other training efforts include Wildfire Prep, Stop the Bleed, and earthquake drills.
F8: There are no easily understood and readily available printed copies of Humboldt County emergency evacuation plans, routes, and maps, even for reasonably foreseeable emergencies. This omission leaves everyone within Humboldt County without critical decision tools to respond to an emergency or disaster.			✓	Publishing evacuation routes before an incident could potentially compromise their viability. Genasys provides online zone information to the public and this system allows emergency service officials to determine necessary evacuations.
F9: The contact lists of the Humboldt Operations Area (Humboldt County) are cumbersome, informal, out-of-date, and not uniformly available among the emergency agencies. They presently have numerous errors and omissions, which can potentially lead to delays in the coordination of emergency responses.		✓		The contact lists do need to be updated and Humboldt County is doing that. There have been no reports of response delays related to active incidents.
F10: Humboldt County officials take Pacific Gas & Electric's assertions regarding the safety of the Independent Spent Fuel Storage Installation at face value. There is no Independent Spent Fuel Storage Installation component or business plan included in the County's 2015 Emergency Operations Plan. This omission may lead to a delay in emergency responses and hazard mitigation.		✓		There is no ISFSI component included in the County EOP because PG&E is responsible for this site, not the County. Each year Humboldt OES does partner with PG&E to review/update PG&E's Emergency Plan.

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 5-BOS-R**

**EMERGENCY PREPAREDNESS: Required Response to Recommendations from Humboldt County Board of Supervisors (R1, R2, R3, R4, R5, R6, R7)**

<b>RECOMMENDATIONS</b>	<b>I</b>	<b>WI</b>	<b>FS</b>	<b>WNI</b>	<b>NOTES *</b>
R1: The Humboldt County Board of Supervisors fully staff and schedule the Disaster Council's meetings by no later than December 31, 2023.				✓	Recommendation has merit, but it is the Sheriff who is responsible for staffing and scheduling Disaster Council meetings.
R2: The Humboldt County Board of Supervisors expand the Disaster Council's required membership, which includes state-				✓	These positions are not mandated by the state.

mandated members from culturally diverse communities, utilities, and emergency communications, as well as the integration of interpreters and translators by no later than December 31, 2024. (See funding recommendation under R5)					The Sheriff's Office has expressed interest in updating Humboldt County Code to broaden membership.
R3: The Humboldt County Board of Supervisors direct the Humboldt County Disaster Council in coordination with the Humboldt County Sheriff's Office of Emergency Services to submit a comprehensively updated Emergency Operations Plan by no later than December 31, 2024.		✓			
<b>RECOMMENDATIONS</b>	<b>I</b>	<b>WI</b>	<b>FS</b>	<b>WNI</b>	<b>NOTES *</b>
R4: The Humboldt County Sheriff clarify the chain of command and direction of the Community Emergency Response Team (CERT) and other local volunteer emergency preparedness groups by no later than December 31, 2023.	✓				
R5: The Humboldt County Sheriff direct The Humboldt County Office of Emergency Services to write and print for release an easily-understood emergency preparedness handbook, including emergency evacuation routes and destination maps to all county residents and visitors by no later than March 31, 2024.				✓	The Sheriff is responsible for directing Humboldt OES. Emergency handbooks have been developed and provided to the public for many years, and preparedness information/materials are County OES' social media pages and website.
<b>Funding Recommendation:</b> The Grand Jury recommends that the Humboldt County Board of Supervisors fund the expenses listed in R2 and R5 with existing appropriations in the current fiscal year. If current appropriations are not sufficient, the Grand Jury recommends that the BOS, at its next earliest opportunity, pursue additional funding from an appropriate agency, including state or federal agencies.					
R6: The Humboldt County Sheriff direct the Humboldt County Office of Emergency Services to update its contact directory annually and distribute it among the pertinent county emergency agencies and local volunteers serving on the existing Humboldt County Operational Area group, no later than December 31, 2023.				✓	The Sheriff is responsible for directing Humboldt OES, not the BOS. However, note that the Sheriff responded that this is in process of being implemented.
R7: The Humboldt County Sheriff direct the Humboldt County Office of Emergency Services to include a completely updated Humboldt County Emergency Operations Plan that includes an annex or contingency plan, addressing any Independent Spent Fuel Storage Installation-related emergencies by no later than December 31, 2024.				✓	The Sheriff is responsible for directing Humboldt OES. The County is not responsible for developing the emergency plan for the ISFSI, but Humboldt OES annually reviews/updates PG&E's Emergency Plan in partnership with PG&E.

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

## 6.0 CHILD ABUSE SERVICES TEAM

July 5, 2023

Required responses:

Within 60 days (September 4, 2023) from the following individuals:

Humboldt County Sheriff

(F4, F5, F6, F7, F8, F9) and (R1, R2, R3, R4)

Humboldt County District Attorney

(F4, F5, F6, F8, F9) and (R1, R2, R6, R7)

Within 90 days (October 4, 2023) from the following governing body:

Humboldt County Board of Supervisors

(F9) and (R7)

Invited responses: *(only the Arcata Police Chief responded)*

Humboldt County Department of Health and Human Services

(F3, F4, F5, F6, F8, F9) and (R1, R2, R4, R5, R6)

Chief of Police, Arcata Police Department

*(response received)*

(F4, F5, F6, F8, F9) and (R1, R2, R4, R5, R6)

Chief of Police, Eureka Police Department

(F4, F5, F6, F8, F9) and (R1, R2, R4, R5, R6)

Chief of Police, Ferndale Police Department

(F4, F5, F6, F8, F9) and (R1, R2, R4, R5, R6)

Chief of Police, Fortuna Police Department

(F4, F5, F6, F8, F9) and (R1, R2, R4, R5, R6)

Chief of Police, Hoopa Valley Tribal Police Department

(F4, F5, F6, F8, F9) and (R1, R2, R4, R5, R6)

Chief of Police, Rio Dell Police Department

(F4, F5, F6, F8, F9) and (R1, R2, R4, R5, R6)

Tribal Council, Bear River Band of the Rohnerville Rancheria

(F5, F6, F8, F9) and (R1, R2, R5, R6)

Tribal Council, Big Lagoon Rancheria

(F5, F6, F8, F9) and (R1, R2, R5, R6)

Tribal Council, Blue Lake Rancheria

(F5, F6, F8, F9) and (R1, R2, R5, R6)

Tribal Council, Hoopa Valley Tribe

(F5, F6, F8, F9) and (R1, R2, R5, R6)

Tribal Council, Karuk Tribe of California

(F5, F6, F8, F9) and (R1, R2, R5, R6)

Tribal Council, Table Bluff Reservation of the Wiyot Tribe

(F5, F6, F8, and F9) and (R1, R2, R5, and R6)

Tribal Council, Trinidad Rancheria

(F5, F6, F8, F9) and (R1, R2, R5, R6)

Tribal Council, Yurok Tribe of California

(F5, F6, F8, F9) and (R1, R2, R5, R6)

**RESPONSE SUMMARY MATRIX**

This provides a count of the total number of agreements or disagreements with the respective findings and the responses to the 2022-2023 civil grand jury’s recommendations.

FINDINGS		RECOMMENDATIONS	
A	AGREE	I	IMPLEMENTED
DP	DISAGREE PARTIALLY	WI	WILL IMPLEMENT
DC	DISAGREE COMPLETELY	FS	FURTHER STUDY
		WNI	WILL NOT IMPLEMENT

TABLES	FINDINGS				RECOMMENDATIONS			
	A	DP	DC		I	WI	FS	WNI
6-HCSO-F 6-HCSO-R	2	1	3		1		2	1
6-HCDA-F 6-HCDA-R	3	2				1		3
6-BOS-F 6-BOS-R	1							1
6-APC-F 6-APC-R	3	2				2	2	1

- F Findings
- R Recommendations
- HCSO Humboldt County Sheriff’s Office
- HCDA Humboldt County District Attorney
- BOS Humboldt County Board of Supervisor
- APC Arcata Police Chief

**Table 6-HCSO-F**  
**CHILD ABUSE SERVICES TEAM: Required Response to Findings from Humboldt County Sheriff’s Office**  
 (F4, F5, F6, F7, F8, F9)

FINDINGS	A	DP	DC	NOTES *
F4: Most if not all of the government agencies that participate in the Child Abuse Services Team are understaffed. This can result in delayed or incomplete responses and delivery of services in critical child abuse situations.	✓			
F5: Law enforcement personnel are typically the first to respond to allegations of child abuse. Some members of law enforcement do not possess the most current training in effective ways to respond to such calls, which can result in missed opportunities for prosecutions and subject children to further unneeded trauma.		✓		More training would always be beneficial, but we need to balance meeting current State training standards with the need to have deputies be responsive to in-progress crimes.
F6: Some law enforcement agencies do not regularly request the services of Child Welfare Services Social Workers for all investigations of suspected child abuse, instead requesting these services for only the most acute situations. Traumatized children in all abuse situations benefit from having these services provided as soon as possible.			✓	The Sheriff’s Office reports all suspected abuse cases, not just the acute cases. CWS is called immediately when services are needed.
F7: The Humboldt County Sheriff’s Office, the largest law enforcement agency in Humboldt County, does not have a specific investigator assigned as a representative to the Child			✓	There is one detective assigned to the CAST board and actively working with the team.

Abuse Services Team, which can result in incomplete case information and negatively affect prosecutions.				
<b>FINDINGS</b>	<b>A</b>	<b>DP</b>	<b>DC</b>	<b>NOTES *</b>
F8: A Memorandum of Understanding between the agencies participating in CAST either does not exist or is not publicly available. This results in a lack of clarity about the relationships and responsibilities of the participating agencies.			✓	A CAST MOU has been in place since 2007; Our understanding is that the DA is updating the MOU.
F9: We could find no evidence that regular annual reports to the Humboldt County Board of Supervisors about the activities of the Child Abuse Services Team exist, nor that they are required. Having such reports would give the Board of Supervisors and the public information on the depth, breadth, and response to child abuse in our community.	✓			

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 6-HCSO-R**

**CHILD ABUSE SERVICES TEAM: Required Response to Recommendations from Humboldt County Sheriff’s Office**

(R1, R2, R3, R4)

<b>RECOMMENDATIONS</b>	<b>I</b>	<b>WI</b>	<b>FS</b>	<b>WNI</b>	<b>NOTES *</b>
R1: The District Attorney, in collaboration with all local law enforcement agencies, Child Welfare Services, and local Tribal governments, lead the development of training in culturally appropriate best practices for first responders to situations of alleged child abuse. This training program is to be created no later than April 1, 2024.			✓		This is the responsibility of the DA and the Tribes. We suggest that the Tribes take the lead in creating/providing cultural training for first providers.
R2: All Humboldt County law enforcement agencies receive the training described in R1 no later than December 31, 2024.			✓		Agree with timeline and need, but it is up to the DA and the Tribes to develop training first.
<b>Funding recommendation:</b> The Humboldt County Civil Grand Jury recommends that the Department of Health and Human Services/ Child Welfare Services, the Humboldt County Sheriff’s Office, and the Office of the District Attorney provide funding for R1 and R2, with appropriations for the current fiscal year. If current appropriations are not sufficient, the Humboldt County Civil Grand Jury recommends that the above-named agencies at their earliest convenience pursue additional funding from the Humboldt County Board of Supervisors to fund the above recommendation.					
R3: The Humboldt County Sheriff’s Office assign an investigator as their primary representative to the Child Abuse Services Team by March 31, 2024.	✓				
R4: By April 1, 2024, all law enforcement agencies who are members of the Child Abuse Services Team designate at least a primary and secondary officer to respond to allegations of child abuse and provide those officers with advanced training in handling such cases.				✓	Due to the vast geography of Humboldt County, we cannot dedicate specific staff for this valid recommendation.

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 6-HCDA-F**

**CHILD ABUSE SERVICES TEAM: Required Response to Findings from Humboldt County District Attorney**

(F4, F5, F6, F8, F9)

FINDINGS	A	DP	DC	NOTES *
F4: Most if not all of the government agencies that participate in the Child Abuse Services Team are understaffed. This can result in delayed or incomplete responses and delivery of services in critical child abuse situations.	✓			
F5: Law enforcement personnel are typically the first to respond to allegations of child abuse. Some members of law enforcement do not possess the most current training in effective ways to respond to such calls, which can result in missed opportunities for prosecutions and subject children to further unneeded trauma.	✓			
F6: Some law enforcement agencies do not regularly request the services of Child Welfare Services Social Workers for all investigations of suspected child abuse, instead requesting these services for only the most acute situations. Traumatized children in all abuse situations benefit from having these services provided as soon as possible.		✓		Traumatized children benefit from services, but we do not have knowledge/evidence that “some agencies request services for only the most acute cases.”
F8: A Memorandum of Understanding between the agencies participating in CAST either does not exist or is not publicly available. This results in a lack of clarity about the relationships and responsibilities of the participating agencies.		✓		The latest MOU was executed in 2015. Work for needed updates is in progress with a target of November 2023 for finalization.
F9: We could find no evidence that regular annual reports to the Humboldt County Board of Supervisors about the activities of the Child Abuse Services Team exist, nor that they are required. Having such reports would give the Board of Supervisors and the public information on the depth, breadth, and response to child abuse in our community.	✓			

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 6-HCDA-R**

**CHILD ABUSE SERVICES TEAM: Required Response to Recommendations from Humboldt County District Attorney**

(R1, R2, R6, R7)

RECOMMENDATIONS	I	WI	FS	WNI	NOTES *
R1: The District Attorney, in collaboration with all local law enforcement agencies, Child Welfare Services, and local Tribal governments, lead the development of training in culturally appropriate best practices for first responders to situations of alleged child abuse. This training program is to be created no later than April 1, 2024.		✓			
R2: All Humboldt County law enforcement agencies receive the training described in R1 no later than December 31, 2024.				✓	We will provide the opportunity for agencies to take the training by December 31, 2024. We can strongly encourage

					all to do the training, but we cannot force them to do so.
RECOMMENDATIONS	I	WI	FS	WNI	NOTES *
<b>Funding recommendation:</b> The Humboldt County Civil Grand Jury recommends that the Department of Health and Human Services/ Child Welfare Services, the Humboldt County Sheriff's Office, and the Office of the District Attorney provide funding for R1 and R2, with appropriations for the current fiscal year. If current appropriations are not sufficient, the Humboldt County Civil Grand Jury recommends that the above-named agencies at their earliest convenience pursue additional funding from the Humboldt County Board of Supervisors to fund the above recommendation.					
R6: The District Attorney lead in the creation of a detailed Memorandum of Understanding between all agencies involved in the Child Abuse Services Team, to be completed no later than January 1, 2024, and to be made available via the public websites of all involved agencies.				✓	We will lead in the creation of the MOU by January 1, 2024. We will post on the DA website but cannot ensure that EVERY agency will post on their website.
R7: The Memorandum of Understanding described in R5 mandate that, as CAST Coordinator, the District Attorney create an annual report on the accomplishments of and challenges to the Child Abuse Services Team in the previous year, and that the report be made publicly available.				✓	We will do an annual report if the BOS invites us to do so. Changing the MOU to add 'mandatory' verbiage will unnecessarily delay adoption of the MOU.

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 6-BOS-F**

**CHILD ABUSE SERVICES TEAM: Required Response to Findings from Humboldt County Board of Supervisors (F9)**

FINDINGS	A	DP	DC	NOTES *
F9: We could find no evidence that regular annual reports to the Humboldt County Board of Supervisors about the activities of the Child Abuse Services Team exist, nor that they are required. Having such reports would give the Board of Supervisors and the public information on the depth, breadth, and response to child abuse in our community.	✓			

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 6-BOS-R**

**CHILD ABUSE SERVICES TEAM: Required Response to Recommendations from Humboldt County Board of Supervisors (R7)**

RECOMMENDATIONS	I	WI	FS	WNI	NOTES *
R7: The Memorandum of Understanding described in R5 mandate that, as CAST Coordinator, the District Attorney create an annual report on the accomplishments of and challenges to				✓	We invite the DA to present an annual report. Changing the MOU to add

the Child Abuse Services Team in the previous year, and that the report be made publicly available.					'mandatory' verbiage will unnecessarily delay adoption of the MOU.
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\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 6-APC-F**

**CHILD ABUSE SERVICES TEAM: Invited Response to Findings from**

**Arcata Police Chief**

(F4, F5, F6, F8, F9)

FINDINGS	A	DP	DC	NOTES *
F4: Most if not all of the government agencies that participate in the Child Abuse Services Team are understaffed. This can result in delayed or incomplete responses and delivery of services in critical child abuse situations.		✓		Arcata PD does not have information for other agencies.
F5: Law enforcement personnel are typically the first to respond to allegations of child abuse. Some members of law enforcement do not possess the most current training in effective ways to respond to such calls, which can result in missed opportunities for prosecutions and subject children to further unneeded trauma.		✓		Some personnel may not have the most current training, but it is unclear if any link has been established between training lapses and response lapses in child abuse incidents.
F6: Some law enforcement agencies do not regularly request the services of Child Welfare Services Social Workers for all investigations of suspected child abuse, instead requesting these services for only the most acute situations. Traumatized children in all abuse situations benefit from having these services provided as soon as possible.	✓			
F8: A Memorandum of Understanding between the agencies participating in CAST either does not exist or is not publicly available. This results in a lack of clarity about the relationships and responsibilities of the participating agencies.	✓			
F9: We could find no evidence that regular annual reports to the Humboldt County Board of Supervisors about the activities of the Child Abuse Services Team exist, nor that they are required. Having such reports would give the Board of Supervisors and the public information on the depth, breadth, and response to child abuse in our community.	✓			

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 6-APC-R**

**CHILD ABUSE SERVICES TEAM: Invited Response to Recommendations from**

**Arcata Police Chief**

(R1, R2, R4, R5, R6)

RECOMMENDATIONS	I	WI	FS	WNI	NOTES *
R1: The District Attorney, in collaboration with all local law enforcement agencies, Child Welfare Services, and local Tribal governments, lead the development of training in culturally appropriate best practices for first responders to situations of alleged child abuse. This training program is to be created no later than April 1, 2024.		✓			Arcata PD will participate.
R2: All Humboldt County law enforcement agencies receive the training described in R1 no later than December 31, 2024.		✓			Arcata PD will participate.
R4: By April 1, 2024, all law enforcement agencies who are members of the Child Abuse Services Team designate at least a primary and secondary officer to respond to allegations of child abuse and provide those officers with advanced training in handling such cases.				✓	Arcata is too small to dedicate two for just child abuse. We do have a core group of four that specialize in complex

					investigations (including child abuse).
<b>RECOMMENDATIONS</b>	<b>I</b>	<b>WI</b>	<b>FS</b>	<b>WNI</b>	<b>NOTES *</b>
R5: By April 1, 2024, the Department of Health and Human Services/Child Welfare Services assign additional Social Workers trained in responding to incidents of child sexual abuse to accompany local law enforcement personnel on the initial contact with a child whenever possible.			✓		DHHS will determine if, and by when, this will be implemented.
R6: The District Attorney lead in the creation of a detailed Memorandum of Understanding between all agencies involved in the Child Abuse Services Team, to be completed no later than January 1, 2024, and to be made available via the public websites of all involved agencies.			✓		The DA will determine if, and by when, this will be implemented

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

# 7.0 EFFICIENCY, OVERSIGHT & TRUST

July 10, 2023

Required responses:

Within 60 days (September 9, 2023) from the following individuals:

Humboldt County Auditor/Controller

(F5) and (R2)

Humboldt County Sheriff

(F9)

Within 90 days (October 9, 2023) from the following governing body:

Humboldt County Board of Supervisors

(F2, F3, F4, F5, F6, F7, F8, F9) and all recommendations (R1-R6)

Invited responses (*no responses were received*):

Humboldt County Administrative Officer

(F2, F3, F4, F5, F6, F7, F8, F9) and all recommendations (R1-R6)

The Tribal Councils of:

Bear River Band of the Rohnerville Rancheria

Big Lagoon Rancheria

Blue Lake Rancheria

Cher-Ae Heights Indian Community of the Trinidad Rancheria

Hoop Valley Tribe

Karuk Tribe

Wiyot Tribe

Yurok Tribe of the Yurok Reservation

(F4) and (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 2022-2023 civil grand jury's recommendations.

FINDINGS	
A	AGREE
DP	DISAGREE PARTIALLY
DC	DISAGREE COMPLETELY

RECOMMENDATIONS	
I	IMPLEMENTED
WI	WILL IMPLEMENT
FS	FURTHER STUDY
WNI	WILL NOT IMPLEMENT

TABLES	FINDINGS				RECOMMENDATIONS			
	A	DP	DC		I	WI	FS	WNI
7-HCAC-F 7-HCAC-R		1				1		
7-HCSO-F			1					
7-BOS-F 7-BOS-R	1	6	1		1	3		2

F Findings

R Recommendations

HCAC Humboldt County Auditor/Controller  
 HCSO Humboldt County Sheriff's Office  
 BOS Humboldt County Board of Supervisors

**Table 7-HCAC-F**  
**EFFICIENCY, OVERSIGHT & TRUST: Required Response to Findings from Humboldt County Auditor/Controller**  
 (F5)

FINDINGS	A	DP	DC	NOTES *
F5: The relationship and responsibilities of the Audit Committee to the Humboldt County Board of Supervisors is uncertain and could lead to budgetary problems.		✓		Budgetary problems are possible but unlikely. The charter language could be modified to remove uncertainty.

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 7-HCAC-R**  
**EFFICIENCY, OVERSIGHT & TRUST: Required Response to Recommendations from Humboldt County Auditor/Controller**  
 (R2)

RECOMMENDATIONS	I	WI	FS	WNI	NOTES *
R2: The Humboldt County Board of Supervisors and Audit Committee meet on a permanent regular basis to review the current auditor's office policies and procedures.		✓			Quarterly meetings are being planned.

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 7-HCSO-F**  
**EFFICIENCY, OVERSIGHT & TRUST: Required Response to Findings from Humboldt County Sheriff's Office**  
 (F9)

FINDINGS	A	DP	DC	NOTES *
F9: We could find no evidence that the Disaster Council has met since the adoption of the Humboldt County Emergency Operation Plan in 2015, leading to no guidance for updating emergency planning, coordination, or response.			✓	The Disaster Council met in 2018. In emergencies, an OES incident policy group performs the same functions as the Disaster Council would.

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 7-BOS-F**

**EFFICIENCY, OVERSIGHT & TRUST: Required Response to Findings from Humboldt County Board of Supervisors (F2, F3, F4, F5, F6, F7, F8, F9)**

FINDINGS	A	DP	DC	NOTES *
F2: The Humboldt County Board of Supervisors share an insufficient number of clerks making it difficult for them to keep up with the intricacies of government, leading to poor direction, poor oversight and missed deadlines.		✓		Clerk Priority is to meet the statutory deadlines for agenda postings and FPPC filings.
F3: Some of the Humboldt County Board of Supervisors' advisory boards, commissions, and committees have met sporadically, if at all, leading to a breakdown in communication.		✓		Updating of rosters has sometimes been delayed, and some boards have been lax in providing agendas and minutes.
F4: Local tribal governments and other underrepresented community members are not represented in many of the 2023 Board of Supervisors committees. This leads to a lack of representation for a sizable community population.		✓		We support DEI but it is difficult to find qualified volunteers to serve on committees.
F5: The relationship and responsibilities of the Audit Committee to the Humboldt County Board of Supervisors is uncertain and could lead to budgetary problems.		✓		Budgetary problems are possible but unlikely due to two BOS being on the Audit Committee, and with the AC & CAO being on the advisory staff.
F6: The Humboldt County Board of Supervisors has limited ability to hold various committees accountable for missing mandated reports. Thus, key agenda items may be delayed or missed altogether, with resident services impacted.		✓		The BOS can review, make recommendations and disband non-state-mandated boards for inaction.
F7: Missed mandated committee reports and meetings cause disruption to employees working in a process already understaffed and overworked.		✓		Misses can cause disruptions, but the BOS reviews and recommends changes to ensure compliance with mandated reporting requirements.
F8: The lack of a permanent, full-time grant writing position leads to Humboldt County missing out on potential funding.	✓			
F9: We could find no evidence that the Disaster Council has met since the adoption of the Humboldt County Emergency Operation Plan in 2015, leading to no guidance for updating emergency planning, coordination, or response.			✓	The Disaster Council met in 2018. In emergencies, an OES incident policy group performs the same functions as the Disaster Council would.

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document

**Table 7-BOS-R**

**EFFICIENCY, OVERSIGHT & TRUST: Required Response to Recommendations from Humboldt County Board of Supervisors (R1, R2, R3, R4, R5, R6)**

RECOMMENDATIONS	I	WI	FS	WNI	NOTES *
R1: The Humboldt County Board of Supervisors enlarge their staff, ensuring that each supervisor has a personal clerk. This hiring to commence by January 31, 2024. For funding recommendations see wording below recommendation #6.				✓	This level of staffing is not common in a county of Humboldt's size. No funding is available for this, and grant funding

					for BOS staff is uncommon.
RECOMMENDATIONS	I	WI	FS	WNI	NOTES *
R2: The Humboldt County Board of Supervisors and Audit Committee meet on a permanent regular basis to review the current auditor's office policies and procedures.		✓			Quarterly meetings are being planned.
R3: The Humboldt County Board of Supervisors establish a dedicated liaison position for Tribal affairs to address Tribal issues and systems interactions. This is to be implemented by December 31, 2024.		✓			Possible in the future after evaluating funding sources and revising the Strategic Plan. <i>Grand Jury comment: Response was "This recommendation has not been implemented but will be implemented in the future." With no timeframe given.</i>
R4: The Humboldt County Board of Supervisors create a permanent grant writer position. This is to be implemented by January 1, 2024. For funding recommendations see wording below recommendation #6.		✓			County has a consultant studying the structure of a Grants Program to help get more grants (by multiple departments). Expect their report by December 1, 2023. <i>Grand Jury comment: Response was "This recommendation has not been implemented but will be implemented in the future." With no timeframe given.</i>
R5: The Humboldt County Board of Supervisors review county advisory boards, commissions, and committees not mandated by the state or federal governments, and sunset those no longer meeting or relevant. This is to be implemented by January 1, 2024.	✓				
R6: The Humboldt County Board of Supervisors fully staff the Disaster Council and schedule meetings no later than December 31, 2023, for the purpose of reviewing, rewriting, and updating the county's Emergency Operation Plan.				✓	Responsibility is with the Sheriff, not the BOS. <i>Grand Jury comment: Sheriff response in 'Emergency Preparedness' report was "Will implement"</i>
<b>Funding Recommendation:</b> The Grand Jury recommends that the Humboldt County Board of Supervisors fund the expenses listed in R1, R2, R3, and R4 with existing appropriations in the current fiscal year. If current appropriations are not sufficient, the Grand Jury recommends that the Board of Supervisors, at its next earliest opportunity, pursue additional funding from an appropriate agency, including state or federal agencies.					

\* NOTES are paraphrased/abbreviated responses – see HCCGJ website for complete document



## 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.