



Board of Supervisors Update

July 2016



Alicia Venros/Economic Development

Department News:

CAO:



A new fiscal year has begun and we are making sure that the workplace safety program gets a great start. The office is ensuring that each department has the appropriate resources to hold monthly safety meetings that are applicable to their department. If you have a safety concern that you would like to address in your monthly safety meeting, please pass on the ideas to your Department Safety Representative. A simple google search such as “safety meeting ergonomics” or “safety meeting ideas/topics” will yield excellent handouts.

CAO Leslie Chapman and Finance Director Janet Dutcher are holding countywide community budget workshops. There are two more meetings that you are welcome to attend: 7/19/16 Mammoth Lakes & 7/21/16 in Crowley from 6-8pm. See the ‘Budget Meetings’ attachment for more information, and invite others from the community to join you!



All employees are invited and encouraged to attend and participate in ‘Coffee with the CAO’ this month. The Bridgeport meeting is on 7/20/16 at 8am in Memorial Hall and the Mammoth Lakes meeting is in the Sierra Center Mall Board Room on 7/21/16 also at 8am. Please drop by, have a cup of coffee, and say hello to your fellow co-workers.

Community Development:

June Lake Citizens Advisory Committee – At the July 5 meeting **Paul McCahon** announced upcoming chipper day. **Greg Miller** of Caltrans will begin reviewing and assessing 75 dead trees on the loop due to drought and insects. **Deb Schweizer** provided an overview of draft Inyo Forest Plan Update. **Jil Stark** reported the recent Trails Day attracted 36 people to clear brush, remove graffiti and trash. **Supervisor Alpers** reported that the community center's large meeting room has new windows purchased by Mono County and potential use of the sheriff's substation for Historical Society use is progressing with **Sheriff Ingrid Braun**.



Planning Commission – The Planning Commission met June 9 to discuss Transient Rental Overlay Districts (TRODs) throughout the county following staff review by **Courtney Weiche** and **Nick Criss**. As directed by BOS, Planning Commission and Community Development staff have been refining recommendations for future BOS consideration. A moratorium on new TROD applications remains in effect.

Mono Basin RPAC – At its June 8 meeting **Steve Connert** discussed street-naming of Old 395 at Simis Ranch; **Jacob Mathew** of Caltrans presented an overview of the California State bicycle and Pedestrian Plan; and **Paul McFarland** asked for consideration of a letter of support for an Inyo National Forest test well. **Supervisor Alpers** gave an update on BOS activities.

Local Transportation Commission – The LTC met June 13 to adopt resolutions apportioning Local Transportation Funds and State Transit Assistance funds presented by **Megan Mahaffey**.

Caltrans presented an overview of public art encroachment permit process. Quarterly reports were presented by **Garrett Higerd**, and **Grady Dutton** included Town efforts to rehabilitate Reds Meadow Road.



Staff farewells – Community Development sends best wishes to Associate Planner **Courtney Weiche** in her new role of South Lake Tahoe planner. She will be missed.

Staff welcomes – Community Development hired intern **Jake Suppa** as permit technician, and former permit technician/office assistant **Cedar Barager** will now use his planning degree as an assistant planner.

CONTACT: CD Ritter, 760.924.1804

County Counsel:

In order to assist County staff in processing contracts for goods and services critical to carrying out the County's strategic goals, the County Counsel's office, with assistance from IT, Finance, and Risk Management, has created a contract routing slip that provides detailed instructions and guidance for staff who are involved in the contracting process. The routing slip will be released for use by all departments in July and is expected to streamline and reduce confusion about the contracting process. You can find this form on the intranet under 'Contract Center.'

 MONO COUNTY CONTRACT ROUTING SLIP	
SIX STEPS FOR OBTAINING APPROVALS AND FINALIZING YOUR CONTRACTS	
ORIGINATING DEPARTMENT: _____ CONTACT PERSON: _____	
NAME OF CONTRACTOR/SUPPLIER: _____	
AMOUNT OF CONTRACT: _____ <input type="checkbox"/> per year; _____ <input type="checkbox"/> total (if different)	
TYPE OF CONTRACT: <input type="checkbox"/> Goods <input type="checkbox"/> Services <input type="checkbox"/> Other (MOU, lease, license, etc.)	
1	Originating Department a. Downloads contract template from County Contract Center (http://mononet/twiki/bin/view/Main/ContractCenter) and inserts relevant information; or requests County Counsel assistance in drafting unique contract; or receives proposed contract from outside source b. Delivers or emails contract (in Word format) to County Counsel
	Date / Sign Off
2	County Counsel a. Reviews contract for legal issues, approves as to form b. Signs contract and returns to originating department (or, at request of originating department and with copies of insurance certs & endorsements attached, forwards to Risk Management)
	Date / Sign Off
3	Risk Management a. Originating department obtains required insurance certs & endorsements and provides, together with contract, to Risk Management b. Risk Manager reviews for liability, risk issues, and insurance c. Risk Manager signs contract and returns to originating department
	Date / Sign Off
4	Contractor / Supplier Approval a. Originating department provides to contractor/supplier for approval b. Contractor/supplier approves and signs two wet copies c. C/S returns originals to orig. dept. to obtain County approval
	Date / Sign Off
5	County Approval a. Department heads may approve/sign contracts for purchases of goods (not services) up to \$10k (Director of Public Works has special rules) b. CAO may approve/sign contracts for goods or services up to \$63,949 c. Board of Supervisors approves/signs all others
	Date / Sign Off
6	Originating Department a. Scans fully executed contract and provides original to Clerk's Office, original to contractor/supplier and keeps copy for records Uploads digital copy to Innoprise (expense contracts) or Laserfiche (revenue)
	Date / Sign Off

Finance:

We have a new Finance Director, Janet Dutcher. The photo to the right is of her first day at work. As always, we are making sure that our new department heads are as comfortable as possible. She will be released after her probationary period! (Please note that we are joking here!)

We are very excited to have Janet join us. She is both knowledgeable and approachable. Welcome aboard Janet!



The Auditor-Controller's office has some very excited employees with new Sit-Stand desks. They are enjoying having the ability to work in both a sitting and standing position in order to increase employee health and productivity.

Public Health:

Emergency Preparedness Office

Government Authorized Alternate Care Site (GAACS)* Training and Exercise

What is a GAACS? - "A location that is not currently providing healthcare services and will be converted to enable the provision of healthcare services to support, at a minimum, inpatient and/or outpatient care required after a declared catastrophic emergency. These specific sites are not part of the expansion of an existing healthcare facility but rather are designated under the authority of the local government."

Public Health sponsored and hosted the 2016 GAACS Training and Exercises which includes three phases: Planning/Training Meeting, Tabletop Exercise, and a Functional Exercise (held at the Crowley Lake Community Center). We had huge participation from the following organizations: Mono County Environmental Health, Behavioral Health, Public Works, EMS, IT, Social Services, Mammoth Hospital, U.S. Marine Corp, Mountain Warfare Training Center, Toiyabe Indian Health Clinic, Eastern Sierra Transit Agency, Region VI RDMHS/San Joaquin EMS, CalOES, Town of Mammoth Lakes CERT, Mammoth Lakes Police Department, Antelope Valley CERT, and Inland Counties Emergency Management Agency.



UNIQUE FAMILY NEEDS



I. Talk with family members to identify your household's unique needs.

What kinds of things can members of your household not be without for 72 hours? Here are some examples that can create unique needs for your family:

- Infants and young children
- Prescription medication (keep a 3 day supply)
- Health-related supplies (For example, diabetics need insulin syringes, alcohol wipes, and glucometer supplies)
- Assistive devices (glasses, canes, wheelchair, etc.)
- Pets



II. Make a plan to make sure your pets are taken care of in a disaster.

A disaster may happen while you are away from home. Your neighborhood may be evacuated, or you could be trapped somewhere else and unable to get home. Consider a trusted neighbor to check on your pets if you can't get home because of a disaster or emergency.



III. If you or someone in your household that has access and functional needs, create an evacuation plan that works for them.

People with disabilities are more affected by disaster than others. Accessible services might not be available. Hazards like wildfire and floods can lead to evacuations. Make sure you have an evacuation plan:

- Make sure you are signed up for an emergency notification system (i.e. Reverse 911). Some notification systems will only call landlines. If you use a cell phone, you have to sign up separately.
- Paratransit services may not be available once a disaster happens. Arrange for someone else to pick you up if an evacuation is ordered. Make sure they will come for you UNLESS you tell them not to. If you can't evacuate, call 911 and let them know your location.
- Talk to your County Shelter Coordinator, Cathy Young, or local Red Cross chapter who provides emergency sheltering in your community. Make sure that your needs can be met in an emergency shelter. Think about accessible entrances and bathrooms. What methods of communicating with shelter staff, medical services or assistive devices will you need? If you have a service animal, talk to them about what they can provide for the animal. Find out what you need to bring with you. Make sure you have batteries or a charger for any assistive devices in your emergency kit.

Resources:

Do 1 Thing: Emergency Preparedness: <http://do1thing.com/tasks/unique-needs>

Ready: <https://www.ready.gov/>

Mono County Access and Functional Needs Registry: <https://gis.mono.ca.gov/apps/afn/>

EMERGENCY PREPAREDNESS TIP-OF-THE-MONTH

GOAL FOR JUNE 2016

*"BE AWARE OF AN
PREPARE FOR
YOU FAMILY'S
UNIQUE NEEDS"*

Every household is different. Is there an infant or young child in your home? Does someone have a medical condition that requires medication? Do you have a pet? Before disaster strikes, talk to your family about your household's unique needs. Make a list of special items you may need in a disaster.

1. Talk with your family members to identify your household's unique needs.
2. Make a plan to make sure your pets are taken care of.
3. If someone has a disability, create an evacuation plan that works for them.

Economic Development:

Recent Press and Familiarization Trips:

Digital influencer Jarvis Lawson toured Mono County for two days on a Visit California-organized a road-trip, giving the area great exposure through his various social platforms. Thanks goes to Double Eagle Resort, Twin Lakes Resort, and Bodie State Historic Park for hosting Jarvis! Instagram: <https://www.instagram.com/lurkhard1/>

Didier Rosière, journalist for Femme Actuelle (print and online) and Prima, visited Mono County and Mammoth Lakes in May and produced a beautiful article that printed in Femme Actuelle with 750,000 copies and total PR value of \$91,834. The website is the second women's online magazine with 5,000,000 unique visitors per month. Another article will be printed in Prima, a monthly women's magazine with 400,000 copies per month and a PR value of \$129,197 for five pages. Thanks goes to Mammoth Lakes Tourism for getting him to Bodie and Mono Lake, after he had a bit of a detour due to pass closures!

Along with Visit California, Mono County hosted a group of five writers for the "Route 395 Press Trip" - the second time this trip has been organized now. In five days, the writers travel US 395 from Lake Tahoe to Death Valley, with stops at Bodie, Lee Vining, and Mono Lake on their way to Mammoth Lakes. Thanks to the Bodie Foundation, the Mono Inn, and the Mono Lake Committee for helping host this group.

Visit California's Japan office organized a trip for a small group of Japanese writers, who toured the area and visited Mono Lake at sunset. Thanks to Nora with the Mono Lake Committee for hosting this group at South Tufa.

Mammoth Lakes Tourism hosted the Midwest Chapter of the Society of American Travel Writers and included two days of hosted trips in Mono County. Mono County staff drove small groups to Mono Lake, the Upside Down House and museum in Lee Vining, the Mono Basin Scenic Area Visitor Center, Tioga Pass, Bodie State Historic Park, the June Lake Loop, and even had a special private tasting and food pairing with June Lake Brewing and Ohanas 395. Thanks to all of the partners that helped us host this group!

Great stats:

TOT numbers are strong, and are projected to be 7% or more than last year's annual TOT!

Our Facebook page reached (and is still growing) 100,000 fans / followers!

Just a few articles and recent PR:

Record Courier: <http://www.recordcourier.com/news/22173098-113/story.html>

Merced Sun: <http://www.mercedsunstar.com/living/liv-columns-blogs/debbie-croft-mariposa-life/article80342752.html>

NBC Bay Area: <http://www.nbclosangeles.com/blogs/worth-the-drive/>

NBC Los Angeles: <http://www.nbclosangeles.com/blogs/worth-the-drive/Merry-Fishmas-Eastern-Sierra-377581951.html>

San Diego Union Tribune: <http://www.sandiegouniontribune.com/news/2016/apr/28/eastern-sierra-trout-opener-bishop-bridgeport/>

Carson Valley Times: <http://carsonvalleytimes.com/2016/04/28/anglers-edge-fishing-report-fishmas-day-is-april-30/>

SF Gate: <http://www.sfgate.com/outdoors/article/Spring-is-heading-into-full-bloom-7379765.php>

San Diego Reader: <http://www.sandiegoreader.com/news/2016/apr/20/fishing-what-do-big-browns-eat/#>

Economic Development (continued):

Our booth as part of the Yosemite Pavilion was awarded the L.A. Travel best in show!

The State of the County part two event was June 3, 2016. Over 80 people attended the event, which included presentations by Visit California's Associate Vice President of Global Marketing, Leona Reed, the President and CEO of the California Associations for Local Economic Development, Gurbax Sahota, and insights into the growing Chinese traveler market, Charlie Gu from China Luxury Advisors. Special breakout sessions were hosted by the Governor's Office of Business and Economic Development and the Small Business Development Center, as well as our very own Nate Greenberg with a presentation on the value of broadband and Digital 395 for businesses, and Jeff Simson with a presentation on how to use social media for business. Huge thanks to Cathy Young, Jay Sloane, and Jenny Senior for keeping us organized and working reception, and to the Board and Leslie Chapman for their support.



Staff gave a presentation and crash course on all things Mono County to the Visit California staff for what they call "Destination Third Thursday": <http://community.visitcalifornia.com/blogs/Lucas%20M/general/3682/destination-third-thursday-mono-county-economic-development-film-commission>

Mandarin subtitles were added to our promotional 75 Seconds of Mono County video and linked on partner sites in China: https://youtu.be/EFUqQqvj_LU

On the Economic Development side, we have two completed business testimonial videos, with a few more in the works!

June Lake Brewing: <https://www.youtube.com/watch?v=2ErlkP7kxfo>

Twin Lakes Resort Video: <https://youtu.be/FQz0HhfoDBQ>

We also completed what we are calling our "lure piece", a small fold-out brochure to entice those who love visiting Mono County to consider relocating their business to Mono County, moving here and working remotely, opening a new business, or purchasing an existing business. See attached PDF, 'Pocket Guide'.

The State Fair kicks off this weekend in Sacramento. The theme of our booth this year is "Mono County breweries, then and now". Be sure to stop by! The fair runs July 8th through the 24th.

Our Mono County exhibit won "Best Design" and the Silver Award at the [California State Fair](#)!

This year our booth featured Bodie, the Bodie Brewery and the transition to our modern day breweries of [June Lake Brewing](#), [Mammoth Brewing Company](#) and [Black Doubt Brewing Company](#)!

Pictures have been uploaded to our Facebook account: [Facebook.com/VisitWEasternSierra](https://www.facebook.com/VisitWEasternSierra)



Probation:



America Observes Pretrial, Probation and Parole Supervision Week July 17-23, 2016

Mono County Probation, Mono County, CA – During the week of July 17th through the 23rd, 2016, people across the United States and Canada will join together to recognize the work that probation, parole and community supervision professionals do for our public safety. This year, we highlight the efforts of many communities involved in Justice Reinvestment. Justice reinvestment is a data-driven approach to improve public safety, examine corrections and related criminal justice spending, manage and allocate criminal justice populations in a more cost-effective manner, and reinvest savings in strategies that can hold offenders accountable, decrease crime, and strengthen neighborhoods.

Today in America, there are over 5 million adults on community supervision and most of these individuals are monitored by pretrial, probation and parole officers. Monitoring may take the form of home contacts, drug testing, making sure the offender attends counseling sessions and helping offenders to find suitable housing and employment. Many officers also supervise offenders using electronic monitoring equipment which requires expert knowledge of newer technologies.

Community corrections professionals have been creative in finding solutions to make sure those they supervise have the support needed to find jobs, housing and treatment. By collaborating with community leaders and volunteering their own time off work, many officers are making a difference while faced with expanding caseloads and additional responsibilities.

Members of our community are encouraged to join together during Probation, Parole & Community Supervision Week to honor those who work to make our communities a safer place to live. For additional information about Pretrial, Probation and Parole Supervision Week, please contact the Mono County Probation Department at 760-932-5576, or visit the Mono County Probation website at <http://monocounty.ca.gov/probation>.

https://www.bja.gov/programs/justicereinvestment/what_is_jri.html

Public Works:

Public Works staff responded to the power outages in Bridgeport caused by the Marina Fire. Several issues developed which required prompt response to resolve. PW staff was able to resolve all issues.



The Public Works Road crews have been busy with a number of projects including:

Emergency repairs to Hunewill Ranch Road due to a failed culvert;

Drainage and road cleaning in Chalfant due to heavy spring runoff causing debris to cover roads and clog the ditch;

Grading many miles of dirt roads throughout the county;

Fleet Services mechanics have been working on installing the new road striping equipment on an existing truck. Once the truck and striper are ready training sessions will take place. The first roads to be striped will be Twin Lakes Road, Virginia Lakes Road and then several roads in the Antelope Valley.

The Facilities and Road crews have been busy assisting with several special events such as the Eastern Sierra ATV/UTV Jamboree, the 154th Bridgeport 4th of July Celebration, the June Lake Triathlon, and the Mammoth 4th of July fireworks.

Facilities crews have continued to work on:

The Memorial Hall remodel project;

Completing the Mono Lake Park restroom remodel;

Preparing for the Biomass Boiler project;



Sheriff:

Thank you to all who helped in any way, big or small, with our response to the Marina Fire in Lee Vining. Especially to Lynda Salcido and Leslie Chapman for their leadership.

Congratulations to Sergeant Tim Minder and Deputy Scott Minder on their successful completion of SWAT School!

Ingrid Braun

Mono County Sheriff-Coroner

