

GLENN COUNTY GRAND JURY



**FINAL REPORT
2002-2003**

2002-2003 GLENN COUNTY GRAND JURY
Post Office Box 1023
Willows, California 95988

June 18, 2003

The Honorable Donald Cole Byrd
Presiding Judge
Superior Court, County of Glenn
526 West Sycamore Street
Willows, California 95988

Dear Judge Byrd,

In compliance with California Penal Code, Section 933, the 2002-2003 Glenn County Grand Jury submits its Final Report to the Court.

The Report consists of the work of six committees: City/County Government, Finance, Public Health, Schools, Public Safety and Public Works

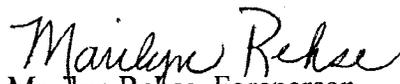
The nineteen member jury made inquiries and investigations, served as both a civil and criminal jury and considered a variety of complaints.

The Jury calls your attention to the report regarding SB 1207, which if passed by the legislature, will affect all fire departments manned by volunteers. The crisis this legislation will cause in our rural areas is incomprehensible.

The Jury expresses its appreciation for the cooperation and assistance received from the county employees during its investigations.

The members of the 2002-2003 Grand Jury are honored to have the opportunity to be of service to the County. We sincerely hope our efforts are received as a positive contribution.

Sincerely,


Marilyn Reese, Foreperson

Glenn County Grand Jury, 2002-2003

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2002-2003 GLENN COUNTY GRAND JURY MEMBERS

Ralph Beebe

Kent Belveal

Geraldine Berge

Kay Booth-Larsen

Barbara Gillett

Linda Greenacre

Mary Jurdana-Foreperson Pro Tem

Nancy Keene

Julia Larson-Secretary

Helen Lawrence

Arturo Lopez

Gloria Manazes

Stephen Marquez

Sonja Mendes

Tom Millar

John Minniear-Sgt. At Arms

Marilyn Rehse-Foreperson

Loretta White

David Whitlock

THE ROLE OF THE GRAND JURY

The Grand Jury is primarily an investigative body created by the U.S. Constitution's Fifth Amendment and the California Constitution.

Nineteen residents of Glenn County are selected after reviewing 30 to 40 people. Grand Juries are impaneled annual and are officers of the Court, but work independently. Most of the work is done by committees, which may include Public Safety, Public Works, Administration, Educations, Social Services, Health Administration, City Government, and Special Districts. Other committees may be appointed as needed.

The Grand Jury and committees meet several times a month. They meet with County and City officials, visit local government facilities, and conduct research on matters of interest and concern. The proceedings of the Grand Jury are kept confidential. Jurors may not discuss the business of the Jury with other individuals.

The Grand Jury receives letters from citizens expressing concern over a particular matter of local government. Anyone can file a complaint with the Grand Jury. The Grand Jury chooses which complaints to investigate. The Grand Jury cannot investigate disputes between private parties. All complaints to the Grand Jury are confidential.

All Grand Jury findings and recommendations are issued in written reports. Each report must be approved by at least 12 members. At the end of the term (June 30th), the Jury issues a final report. Copies of the report are distributed to public officials, libraries, news media, and any entity that is the subject of a report. Within ninety days following the issuance of the report, officials responsible for matters addressed are required to respond in writing.

2002-2003

GLENN COUNTY GRAND JURY

FINAL REPORT

June 30, 2003

**2002-2003 GLENN COUNTY GRAND JURY
BOARD OF SUPERVISORS AND BROWN ACT**

I. PURPOSE:

To investigate the possibility the Board of Supervisors may have violated the Brown Act in selecting a County Administrator.

II. BACKGROUND:

Local papers carried reports that the Board of Supervisors had appointed a part-time County Administrator during closed session. Doing so would be a violation of the Brown Act.

III. FINDINGS:

The behind closed doors meeting was the Human Resources Agency (HRA) Director's annual evaluation.

The increased responsibilities are related to HRA areas – job creation being the primary responsibility.

IV. CONCLUSIONS:

There was no violation of the Brown Act.

V. RECOMMENDATIONS:

None

VI. RESPONSES REQUIRED:

None

2002-2003 GLENN COUNTY GRAND JURY MOSQUITO AND VECTOR CONTROL REPORT

I. PURPOSE:

To follow up on the West Nile Virus.

II. BACKGROUND:

There has been one (1) case last year of the West Nile Virus in Southern California. It is expected in this area by the summer of 2003.

III. FINDINGS:

The Glenn County Mosquito and Vector Control District is a Special District for the Willows area only.

The West Nile Virus kills animals, birds and people. The virus is transmitted in many ways:

- mosquitoes to birds
- female mosquitoes to her larvae
- birds to mosquitoes
- birds to birds
- mosquitoes to man
- birds to man

The Willows area is sprayed twice a week for mosquitoes. Hamilton City is sprayed periodically by Butte County.

The mosquito has a flight range of twenty (20) miles. It can be carried much further on the wind.

The Glenn County Mosquito and Vector Control District has two (2) chicken flocks which they keep and check for the virus.

To help keep the mosquito population down, mosquito fish are raised and given free of charge to anyone who wants them.

IV. CONCLUSIONS:

Last year, nationwide, 3949 people were infected with the virus and 254 of them died. Two hundred species of birds, reptiles and mammals, including rabbits, bats, dogs and cats died. Fourteen thousand horses were infected and three thousand of those died.

As of now, aside from Willows, there is no protection for the rest of Glenn County. The West Nile Virus will arrive.

V. RECOMMENDATIONS:

03-01 A process for a countywide vector abatement program with a long-term view in mind should be implemented.

03-02 The County should be prepared to expand the Mosquito Vector District to include the entire County.

03-03 An emergency plan should be in place to be initiated at the first indication of infection in the County.

VI. RESPONSE REQUIRED:

Board of Supervisors
Health Department

**2002-2003 GLENN COUNTY GRAND JURY
DEPARTMENT OF PUBLIC GUARDIAN REPORT**

I. PURPOSE:

To become aware of the functions and funding of the Department of Public Guardian.

II. BACKGROUND:

The Public Guardian is appointed by the Court as a Conservator of persons who cannot care for themselves without help.

III. FINDINGS:

Fees collected from the clients are deposited to the General Fund Revenue Account.

An audit was done per the request of the Public Guardian office due to the lack of previous audits. There is no outside audit of this department.

The department receives an eleven thousand dollar (\$11,000.00) annual budget.

IV. CONCLUSIONS:

The Public Guardian is to be complimented for the efficient manner in which the department is run.

V. RECOMMENDATIONS:

Due to the restriction, all funds collected by the Public Guardian should remain in that department rather than going to the General Fund.

VI. RESPONSES REQUIRED:

Department of Finance
Board of Supervisors

**2002-2003 GLENN COUNTY GRAND JURY
BUTTE CITY CEMETERY**

I. PURPOSE:

To follow up on the progress on the Butte City Cemetery since the last Grand Jury Report.

II. BACKGROUND:

Three years ago, the Grand Jury received a complaint about the condition of the Butte City Cemetery. After a great deal of research, it was learned that the cemetery is in the jurisdiction of the Marvin Chapel Cemetery. A team from California State University at Chico came into the cemetery and located many of the graves, and they were able to determine how the cemetery was originally designed. Members of the Human Resources Agency (HRA) Project YES worked on the site for about three weeks. Valley View Conservation Corps and private citizens trimmed and cleaned up the walnut trees. The Agriculture Department has been given the responsibility by the Glenn County Board of Supervisors to restore the cemetery before turning it back to Marvin Chapel. It appears the cemetery has been sprayed for weeds this year.

III. FINDINGS:

The fence still needs to be put up.

The Glenn County Mosquito & Vector district donated the steel fence posts.

The Willows Lions Club donated \$200.00 for the fence.

IV. CONCLUSIONS:

Due to the County's financial situation, it is difficult to progress as quickly as the Grand Jury would desire.

V. RECOMMENDATIONS:

03-05 The Grand Jury's continual surveillance of the Butte City Cemetery will be necessary to assure the work is completed.

VI. RESPONSES REQUIRED:

None

**2002-2003 GLENN COUNTY GRAND JURY
ASSESSOR'S OFFICE REPORT**

I. PURPOSE:

To discover if the Board of Equalization 1998-1999 Survey recommendations had been implemented as agreed to by the Glenn County Assessor.

II. BACKGROUND:

During the Grand Jury's research of prior years' reports, it was decided to follow up on these recommendations.

All recommendations have been implemented.

III. FINDINGS:

The Board of Equalization has no real authority over the Assessor's Office. It is up to the discretion of the Assessor whether these recommendations are followed.

The assessor is responsible for the management of six (6) departments:

- Assessor
- Recorder
- Clerk
- Clerk Of The Board Of Supervisors
- Elections
- Planning Director

The Assessor is in the process of upgrading the data processing and networking functions of the various departments to make them more efficient and economical.

IV. CONCLUSIONS:

The Assessor's workload is quite heavy. However, the Assessor is extremely professional and puts the welfare of his department foremost.

V. RECOMMENDATIONS:

03-06 Now that the Assessor has initiated changes to the Planning Department so that it is functioning smoothly and efficiently, the Assessor has suggested a planning director be appointed.

VI. RESPONSE REQUIRED:

Assessor
Board of Supervisors

**2002-2003 GLENN COUNTY GRAND JURY
AUDIT COMMITTEE REPORT**

I. PURPOSE:

To follow up on the 1999-2000 Grand Jury responses concerning the Audit Committee (Item 99-19), changes in purchasing policies (Item 99-20) and selection of External Auditing Services (Item 99-21).

II. BACKGROUND:

The Grand Jury met with the Internal Auditor to discuss the lack of notification of Audits and purchasing by the Finance Department in reference to Items 99-19, 99-20 and 99-21.

III. FINDINGS:

The Internal Auditor informed the Jury that the above was implemented. The Grand Jury had been notified by phone. The Internal Auditor left messages on the answering machine. No Grand Jury member responded due to the lack of knowledge of such a phone. The Internal Auditor informed the Jury that the Audit Committee meets quarterly and calls were placed each quarter to the Grand Jury phone.

IV. CONCLUSIONS:

The meeting with the Internal Auditor was very informative. However, there is little rapport between the Department of Finance and the Grand Jury.

V. RECOMMENDATIONS:

03-07 The Grand Jury should be notified by mail in advance of changes in meetings in a timely manner, changes in documents relating to purchasing policies, and the selection of external auditing services.

03-08 It is recommended that this information listed above be included in the procedures manual to be updated annually.

03-09 A folder listing the above information should be compiled and given to the new Grand Jury Foreperson annually.

VI. RESPONSES REQUIRED:

Department of Finance
Board of Supervisors

2002-2003 GLENN COUNTY GRAND JURY AUDIT COMMITTEE MEETING REPORT

I. PURPOSE:

To attend the March 11, 2003, meeting of the Glenn County Audit Committee pursuant to the 1999-2000 Grand Jury Recommendations.

II. BACKGROUND:

It was discovered that a Grand Jury member should attend the quarterly Audit Committee meetings. The internal auditor informed the Finance Committee of this meeting. The Audit Committee consists of the Chairman and Vice-Chairman from the Glenn County Board of Supervisors, the Director of Finance (who is the Chairperson of the committee), one appointed department head, one elected department head and one private citizen.

III. FINDINGS:

The overall objective of the Audit Committee of the County of Glenn is to function as a liaison between the Board of Supervisors, Finance Director, and the Internal Auditor. In addition, it is the objective of the audit committee to promote the function and benefits of the Internal Auditor to the County.

IV. CONCLUSIONS:

The Committee operated as mandated by the Brown Act.

V. RECOMMENDATIONS:

03-10 The Grand Jury should be notified by phone and by mail of each upcoming meeting.

VI. RESPONSE REQUIRED:

None

**2002-2003 GLENN COUNTY GRAND JURY
ELECTION DEPARTMENT REPORT**

I. PURPOSE:

To review the election process as it pertains to Glenn County.

II. BACKGROUND:

This department, which is part of the County Assessor's Department, oversees Glenn County elections.

III. FINDINGS:

The Election Department is efficiently run. It must meet the State and Federal regulation standards. There are many places where an individual can register to vote. There are 22 precincts in the County.

This agency does not check on the validity of citizenship, residency, age or criminal background (felony) of individuals registering to vote.

The County is looking to change its present voting machines. There is \$160,000 of State funding available. The County would need \$500,000 for the new system.

The election laws are created by the Legislature. Although there are regulations governing the voting procedures, there is little interest in enforcing them.

IV. CONCLUSIONS:

The Election Department is doing the best it can under the circumstances.

V. RECOMMENDATIONS:

03-11 There should be a system set up for validating registrations

03-12 There should also be a well-publicized designated places for registering voters.

VI. RESPONSE REQUIRED:

Election Department
Assessor
Board of Supervisors.

2002-2003 GLENN COUNTY GRAND JURY INVESTMENT ADVISOR REPORT

I. PURPOSE:

The Grand Jury met with the Investment Advisor to determine how the county invests county funds.

II. BACKGROUND:

The Jury became interested in investment policies of the Finance Department due to the expected budget shortfall.

III. FINDINGS:

There are Federal and State guidelines that specify the particular types of investments which can be made.

Funds are not invested in stocks

There is one investment pool for the county called PIF. This is the "Pool Investment Fund" which consists of funds from schools, special districts and the State. Part of the PIF fund is LAIF, the "Local Agency Investment Fund," which is made up of funds from the State and other counties. The State administers the fund but cannot access these funds. Only the investors can utilize these funds. Funds may be withdrawn as needed.

An independent financial advisor is utilized for investment expertise.

The Board of Supervisors has established a Treasury Oversight Committee.

IV. CONCLUSIONS:

The Investment Advisor was very helpful and informative. The Jury feels that the investments are being handled efficiently and the investment policies are being followed.

V. RECOMMENDATIONS:

None

VI. RESPONSE REQUIRED:

None

2002-2003 GLENN COUNTY GRAND JURY RABIES TESTING AND CONTROL

I. PURPOSE:

To investigate public concerns regarding the rabies testing, control program and the handling of specimens in Glenn County.

II. BACKGROUND:

The Grand Jury received a letter of concern asking the Grand Jury to investigate the above program.

III. FINDINGS:

There were problems with rabies specimens recently submitted for testing.

Non-standardized handling procedures of potentially rabid animals.

Courier services are untimely and unreliable.

Testing of specimens delayed in several cases due to time factors.

Inadequate freezing/cooling space for the specimens.

Lack of communication among all entities responsible for testing and control of potentially rabid animals.

IV. CONCLUSIONS:

After meeting with the contracted veterinarian for the County, Environmental Health and Animal Control the Grand Jury's findings were confirmed.

V. RECOMMENDATIONS:

03-13 Update policies and procedures to meet State and Federal standards for the handling of suspected rabid animals (animal bites and/or human exposure). Set guidelines must be made with definite time lines for handling. Develop handouts for the public with the procedures established by County personnel.

03-14 An updated record keeping/tracking process needs to be added to the policies and procedures with a copy going to each participating entity when a specimen is sent out for testing. Records should include time,

date, and signature of anyone involved in the handling or processing of the specimen.

- 03-15** The County should consider circulating a bid for a Rabies Testing Contract among the Glenn County veterinarians every two years.
- 03-16** Development of in-service training and continuing education for all inter-agency personnel (Environmental Health, Animal Control, Public Health, county veterinarians, etc.) concerning the handling of potentially rabid animals. Training shall be conducted on an annual basis or more often as new policies are introduced
- 03-17** Purchase a freezer for use by the contracted veterinarian for storage of suspected rabies cases only.
- 03-18** The Grand Jury should continue to monitor the Rabies Testing and Control Program for the above recommendations. Monitoring should continue until the Grand Jury is satisfied that an effective program is in place and functioning smoothly.

VI. RESPONSE REQUIRED:

Animal Control (03-13, 03-14, 03-16)
Board of Supervisors (03-15, 03-17)
Contracted County Veterinarian (03-13, 03-14, 03-16, 03-17)
Environmental Health (03-13, 03-14, 03-15, 03-16)
Public Health (03-13, 03-14, 03-16)
Agriculture Commissioner (03-16)

**2002-2003 GLENN COUNTY GRAND JURY
VIOLENCE PREVENTION IN COUNTY
MIDDLE AND HIGH SCHOOLS**

I. PURPOSE:

To investigate and evaluate the safety plans for fire, flood, violence and outside intrusion within the Glenn County intermediate and high school systems.

II. BACKGROUND:

Due to current world events the Grand Jury felt the need to review the policies and procedures for the safety of the students in Glenn County schools.

III. FINDINGS:

The Glenn County school districts have a master safety plan that is distributed throughout the county. All the schools are following the standard operating procedure and adhering to that plan.

Police, sheriff and fire personnel from the local communities are aware of, and involved in, the implementation of the master safety plan.

All staff, students and parents are informed of the master safety plan via student handbooks and written communication at the beginning of each school year.

Drills are conducted during the year for each emergency situation.

Although all the schools are adhering to the master safety plan, some have been able to enhance the plan by using video equipment, police on campus, drug-seeking canine and more extensive drill programs.

IV. CONCLUSIONS:

All the intermediate and high schools in Glenn County are adhering to the master plan as defined by the Office of Education. In consideration of world events, the Grand Jury is making some recommendations to ensure an even safer environment for the children in Glenn County Schools.

V. RECOMMENDATIONS:

03-19 All schools must have detailed blueprints of the school available in the school district office, each school office and the police, sheriff and fire

departments.

- 03-20** All doors need to lock from the inside/outside for intruder prevention.
- 03-21** All lower windows need to be able to be covered by protective material to prevent intruders from visualization of the students and school personnel.
- 03-22** All schools should have at least the minimum number of drills as set by the school board.
- 03-23** Red Alert (intruder) drills need to be increased.
- 03-24** Continue distribution and use of student handbooks.
- 03-25** Quiz students at least twice a year on the safety/discipline policies and procedures to verify their knowledge and ability to implement the plan.
- 03-26** Develop a Volunteer Assistant Program for all the schools, focusing on the high-risk students. Emphasis needs to be placed on the community day schools and the community high schools to enhance their programs and the safety of the faculty and the students. We recommend the use of Regional Occupation Program students, Butte and Chico State students, parents, Community Resource Agency and Public Health, etc.
- 03-27** All faculty members, including substitute teachers, should receive a copy of the master safety plan.

VI. RESPONSE REQUIRED:

Office of Education
Glenn County School Board
Stony Creek Unified School District
Hamilton Union High School District
Orland Unified School District
Willows Unified School District

2002-2003 GLENN COUNTY GRAND JURY COUNTY JAIL

I. PURPOSE:

Under California Penal Code 919(b) the Glenn County Grand Jury is required to perform the following task: “The Grand Jury shall inquire into the condition and management of the public prisons within the county.”

II. BACKGROUND:

The Grand Jury met at the Glenn County Adult Detention Facility, a.k.a. Glenn County Jail, located at 141 South Lassen Street, Willows, on October 23, 2002.

Three members of the jail staff explained the various areas and functions of the facility, personnel required for each shift and answered questions posed by jury members during the tour.

III. FINDINGS:

The jail staff is composed of four first line supervisors, eighteen line staff, two maintenance supervisors, two civilian kitchen staff and a medical contract for eight hours, five days per week. Emergency medical cases are treated at Glenn Medical Center.

The interior was found to be clean, painted and with sufficient interior lighting.

The facility can house 116 males and 24 females for a total of 140 beds, with thirteen persons per pod (area).

The kitchen staff serves three nutritionally balanced meals a day with special menus for health purposes, i.e., a diabetic menu. The kitchen also prepares the evening meals for the Jane Hahn Juvenile Hall. The cleanliness of the kitchen was noted.

Jail occupants can be either weekend inmates or full time prisoners who can earn time off their sentences for good behavior and work details. One day of good behavior and one day of work equals two days off a six-day sentence.

The jury did not notice an isolation area for prisoners with communicable diseases.

III. CONCLUSIONS:

Overall survey showed the Glenn County jail to be clean and addressing the needs of the prisoners. However, safety issues for both staff and inmates were noticed at various levels.

IV. RECOMMENDATIONS:

- 03-28** Matting for cement floor in the tower area for employees who are standing for extended periods of time.
- 03-29** Training needed for all employees in the use of the defibrillator.
- 03-30** Addition of more strategically placed surveillance cameras.
- 03-31** An isolation area needed for inmates who are ill.
- 03-32** Provide additional lighting in the sally port area for safe escort of prisoners after dark.
- 03-33** A priority for public safety needs to be addressed: a secure fenced walkway to move prisoners to and from the jail to the Courthouse.
- 03-34** A separate entrance for prisoners in the Courthouse to the courtroom.

VI RESPONSES REQUIRED:

Sheriff
Jail Supervisor
Board of Supervisors.

**2002-2003 GLENN COUNTY GRAND JURY
JANE HAHN JUVENILE HALL**

I. PURPOSE:

Pursuant to California Penal Code 919(b) the Grand Jury investigated the condition and management of the Jane Hahn Juvenile Hall.

II. BACKGROUND:

The Grand Jury met at the Glenn County Juvenile Detention Facility, located at 306 North Villa Avenue, Willows, on November 12, 2002.

The Glenn County Probation Department is responsible for the operation of the juvenile hall, which has ten staff members.

The facility was built in 1994 to house eight juveniles on a temporary basis. It was soon changed to a long-term facility to provide housing for up to one year.

III. FINDINGS:

The Juvenile Hall was built as an eight-bed facility, four rooms with one bed and two rooms with two beds. At the time of the visit there were twelve juveniles being housed. Four were sleeping on mats on the floor.

The current facility is in need of maintenance, in particular the problem with leakage around the windows in the holding rooms.

The Juvenile Hall operates under the IEP, Individual Education Plan. State Title 15 mandates require 240 minutes of schooling per day. There are planned programs in the evenings, which cover subjects such as alcohol, tobacco and drug abuse, domestic violence and anger management.

When a juvenile arrives at the facility, street clothes are placed in a bag and stored. The juveniles all wear identical clothes consisting of white T-shirts, blue jeans and tennis shoes.

They are served three meals per day. Breakfast and lunch are prepared on-site in a closet-sized kitchen. The evening meal is prepared at the jail and transported to the Hall.

Currently eighty percent (80%) of the youths in Juvenile Hall are gang members and are on probation.

The juveniles are treated to popcorn and a movie on Saturday evenings, providing disciplinary action was not needed during the week.

There is a community service project in place. The juveniles perform a variety of community services, such as, picking up trash at the landfill, skate board park and airport, landscape cleanup at schools and graffiti cleanup.

To become a staff member, a five-week training course is required. The person must pass a state exam, is checked for any criminal history, fingerprinted, credit check, letters from families, psychological test, physical test, knowledge of first aid and the ability to work with troubled youth.

There is no place for mentally ill children, an no space available in the State.

IV. CONCLUSIONS:

The staff of Jane Hahn Juvenile Hall is performing a very valuable service for the County. They should be commended for their performance under trying and over crowded conditions.

V. RECOMMENDATIONS:

03-35 Emphasize the need to expedite the building of the addition to the Hall.

03-36 Make the necessary repairs to the current facility to bring it up to safety standards.

VI. RESPONSES:

Probation Department
Board of Supervisors

**2002-2003 GRAND JURY
POTENTIAL LOSS OF FIRE PROTECTION
(SB 1207)**

I. PURPOSE:

To determine the impact of SB 1207 on local fire districts and the county.

II. BACKGROUND:

During Grand Jury interviews with the local fire districts, there was one issue brought up by every fire department the Grand Jury visited. SB 1207, a bill sponsored by the California State Firefighters Association, changes the legal definition of volunteer firefighters to government employees, thereby making them subject to California Codes of Regulations, California Health and Safety Code, and the California Welfare and Institutions Code. The State Legislative analysts looked at the impact of this legislation on the State but never considered the impact on the local fire districts.

III. FINDINGS:

This legislation will require the State to reimburse the districts for mandated equipment from a State Mandates Claim Fund if the Commission on State Mandates determines the claims are mandated by the State. However, it appears that this fund has been eliminated as part of the effort to balance the State budget.

Mandatory training could range from 400-800 hours per year. At 8 hours a day, 5 days a week, it will take approximately 2 ½ to 5 months of full time training. At 4 hours a day, 4 nights a week, it will take approximately 6 to 12 months to complete the training. This training does not include initial training or the Emergency Medical Technician training many fire fighters need.

The cost of this additional training to the districts is unknown at this time. Currently, the departments pay for some of the training, but often the volunteers will pay for it out of their own pockets.

This legislation also makes the fire chiefs and their training officers liable to personal lawsuits if there are injuries and the training does not completely meet OSHA standards.

The majority of the districts in this county are already financially stretched to the maximum. Having to absorb the cost of this training is beyond their financial ability to do so.

IV. CONCLUSIONS:

Without State support it will be almost impossible for local fire districts to financially meet the California codes.

The dramatic increase in time required for training will make it nearly impossible for most volunteer fire fighters to be able to continue as volunteers since they have jobs, businesses and farms to run. The number of volunteers is already dwindling, but the numbers leaving will rapidly increase.

The financial impact on the districts, along with the loss of volunteers, resulting from this legislation, will leave rural communities with no fire protection. In many areas it would also mean there would be no medical response in emergency situations.

While the County would probably be able to pay for any legal fees, the fire district chiefs and trainers are liable and can be sued for failing to meet the OSHA criteria. It seems inappropriate to penalize a volunteer at this level.

This legislation has the potential of destroying all rural volunteer fire departments in the State.

The ripple effect from this legislation will impact the State and Federal lands as volunteers are frequently first responders.

V. RECOMMENDATIONS:

03-37 The Board of Supervisors should immediately start work with State legislators and other rural counties to get an emergency bill through the State Legislature delaying the implementation of SB 1207 for as long as possible.

03-38 The Board should also recommend having this legislation rescinded.

03-39 If SB 1207 cannot be delayed or rescinded, the Board needs to look at the possibility of working with the State to amend the regulations to establish more flexible standards for volunteer fire departments.

VI. RESPONSES REQUIRED:

Board of Supervisors

2002-2003 GLENN COUNTY GRAND JURY COUNTYWIDE FIRE ISSUES

I. PURPOSE:

To review the various types of issues facing the fire departments in Glenn County.

II. BACKGROUND:

The Grand Jury interviewed the various fire departments in the county and found a pattern of issues that need to be dealt with.

III. FINDINGS:

The Willows Fire Department dispatches all the fire departments at no expense with the exception of Orland Rural and City, which pay a private individual. Hamilton City pays the California Department of Forestry Office out of Red Bluff to dispatch them.

There are no uniform countywide fire safety standards for land developers. When the developer submits a plan to the Planning Department, the department notifies the local fire districts by mail. The Planning Department does not appear to take into consideration that all but one of the departments are made up of volunteers. More often than not the deadline has passed before the fire departments get the notice of a planned development.

When looking at the proposed and actual budgets, the Grand Jury noticed discrepancies showing where revenue was budgeted in one account and received in another account.

Due to the lack of full-time personnel, many issues get to the departments after the fact. Some departments may actually be losing grants because there is inadequate support.

There are consistent problems with pagers not working.

IV. CONCLUSIONS:

Orland Rural/City and Hamilton City are wasting taxpayers' money paying to have their departments dispatched.

Since there are no fire safety standards, it is difficult to protect homes in the county. The communities are being left out of the planning for their own fire safety when the departments do not have time to respond to the Planning

Department.

It appears some fire districts' Boards of Directors may not be properly tracking their departments' income and expenses.

V. RECOMMENDATIONS:

- 03-40** The County should look at a district wide dispatch system, or at least a consolidated one.
- 03-41** The County should establish fire safety standards and regulations for land developers.
- 03-42** The Planning Department should send out notices giving a minimum of one month for the fire departments to respond; failure to respond to the Planning Department should not constitute approval by the fire chiefs. The Planning Department must continue to contact them, by phone if necessary, until they get a response.
- 03-43** The Board of Supervisors needs to monitor the Finance Department more aggressively in regards to the fire departments' finances.
- 03-44** All of the fire departments need to carefully monitor their own accounts to be sure they are receiving all of their funds and that the funds are going into the right accounts.
- 03-45** The Grand Jury strongly recommends that future Grand Juries follow-up on the Finance Department accounting for the different fire departments' funds.
- 03-46** The Grand Jury suggests the County consider a Fire Coordinator for the County.
- 03-47** The fire departments should avail themselves of the County pager system.
- 03-48** The County should investigate the feasibility of a countywide fire district to ensure equitable coverage throughout the County.

VI. RESPONSES REQUIRED:

Board of Supervisors (all but 03-42)
Planning Department (03-42)

2002-2003 GLENN COUNTY GRAND JURY ARTOIS FIRE DEPARTMENT

I. PURPOSE:

The Grand Jury visited the Artois Volunteer Fire Department to ascertain how they were functioning. The department has not been visited for ten years.

II. BACKGROUND:

Artois is located on Highway 99W, 7 miles north of Willows. The department covers approximately 162 square miles. They have a chief, two assistant chiefs, three captains and 22 volunteers, of which half are active.

The department has a board of directors that takes care of all the bills and manages the budget. Their budget for fiscal year 2002 was \$67,225.00. The department averages approximately 120 calls for service of which forty percent (40%) were for medical aid. The department responded to seven wild-land fires in 2001.

The department has four vehicles, mostly new.

III. FINDINGS:

The firehouse recently underwent renovation and is appropriate for all uses. (It is also used as a community center.)

The department bills California Department of Transportation, trucking firms, and other insurance companies for services they provide on the I-5 freeway. They have a rate scale for those billings and actively pursue reimbursement.

A women's auxiliary was formed this year.

Vehicles and equipment are very well maintained.

The department expressed concern regarding excessive training hours pending implementation of new legislation. (See SB 1207)

IV. CONCLUSIONS:

The fire chief is to be commended for his resourcefulness and forward thinking. He has many contacts that he often uses to obtain equipment and supplies.

The department is working very well with the community and has sufficient funds to operate.

The department needs more volunteers.

V. RECOMMENDATIONS:

03-49 The department should start an ongoing recruiting program.

VI. RESPONSE REQUIRED:

Artois Volunteer Fire Department.

**2002-2003 GLENN COUNTY GRAND JURY
BAYLISS FIRE DEPARTMENT**

I. PURPOSE:

The Grand Jury visited the Bayliss Volunteer Fire Department to ascertain how they were functioning. The department has never been visited.

II. BACKGROUND:

Bayliss is located in the eastern portion of Glenn County along State Highway 45. The district is approximately ten square miles. The fire department building is the former Bayliss School located on County Road X.

The department is made up of an appointed board of directors, chief, two assistant chiefs, secretary, and treasurer. There are approximately 25 active volunteers. Revenue for Fiscal Year 2002 was \$24,000.00. The department has a contingency fund for vehicle repairs.

The department averages approximately 35 calls for service per year of which seventy-five percent (75%) are for medical aid.

The department has four vehicles, the newest being a 1995 "grass rig".

III. FINDINGS:

The department is making repairs to their building which are being made slowly due to budget constraints.

Vehicles are mostly old but well maintained. The vehicle storage building is newer and also well maintained.

There are consistent problems with pagers not working.

The department expressed concern regarding excessive training hours pending implementation of new legislation. (See SB 1207)

IV. CONCLUSIONS:

The department is working well with the community.

The department needs funds for repairs to the building.

V. RECOMMENDATIONS:

None

VI. RESPONSE REQUIRED:

None

**2002-2003 GLENN COUNTY GRAND JURY
BUTTE CITY/GLENN COLUSA FIRE DEPARTMENT**

I. PURPOSE:

The Grand Jury visited the Butte City Volunteer Fire Department to ascertain how they were functioning. The department has never been visited.

II. BACKGROUND:

Butte City is located in southeast Glenn County on the east side of the Sacramento River. The fire department district covers approximately 144 square miles.

The department operates as the Butte City Volunteer Fire Department and Glenn/Colusa Fire District. It is made up of an appointed board, chief, and two captains. There are eighteen volunteers of which twelve are active.

The department's revenue for Fiscal Year 2002 was \$85,000.00 including a one-time grant of \$55,000.00. They average 27 calls for service per year of which one third are for medical aid. Out of area duck hunters are responsible for most of the fires.

The department has four vehicles. The oldest is a 1981 Kenworth water truck. One of the vehicles is a rescue van.

III. FINDINGS:

The vehicle equipment is relatively new, with one exception, and well maintained even though they operate on a small budget.

The department response is exceptional in spite of the distance volunteers have to travel to pick up equipment and arrive at scene. Willows Ambulance and Enloe Air Ambulance (helicopter) are utilized.

The department will be getting a Jaws of Life later this year via a joint grant with Glenn-Cordora Fire Department.

The department has on-going problems with their pagers.

The department wants to expand its building to add more room for vehicles. The meeting area also needs to be expanded. The department already owns the property.

There is no sign identifying the firehouse as such.

The department expressed concern regarding excessive training hours pending implementation of new legislation. (See SB 1207)

IV. CONCLUSIONS:

The department is working well with the community but could use additional funds to operate.

They have made good use of various resources to keep vehicles maintained.

V. RECOMMENDATIONS:

03-50 The building needs to have a sign so it can more readily be identified.

VI. RESPONSE

Butte City Fire Department

**2002-2003 GLENN COUNTY GRAND JURY
ELK CREEK FIRE DEPARTMENT**

PURPOSE:

The Grand Jury visited the Elk Creek Volunteer Fire Department to ascertain how they were functioning. The department has never been visited.

II. BACKGROUND:

Elk Creek is located 21 miles west of Willows off Highway 162. The fire department covers an area nine miles to the south; north to Burrow's Gap (before Newville); West to the Mendocino Forest. The department is made up of a chief, assistant chief, two captains and eight volunteers of whom five are very active. The department's revenue for Fiscal Year 2002 was \$18,000.00. They average approximately 47 calls for service, most of which are medical aid. They also respond to wild land fires.

The fire department has three vehicles. The oldest is a 1971 truck.

III. FINDINGS:

The vehicles are old and maintained as well as can be expected due to age of the equipment and budget constraints.

The department response is exceptional due to the distance they must travel.

The Women's Auxiliary is very active. They have been trained and respond to medical aids when no one is available during the day.

The fire department building is old and needs to be replaced. It is located in a main traffic route and is also located on a flood plain. There is a special concern if something should happen to the Stony Gorge Dam.

The department responds to medical aid calls on the Grindstone Reservation. The reservation has 44 residences, and the department is not reimbursed for calls.

The department is dispatched by the Willows Fire Department.

The department expressed concern regarding excessive training hours pending implementation of new legislation. (See SB 1207)

IV. CONCLUSIONS:

The department is working very well with the community but lacks sufficient funds to operate efficiently.

The County charges the department for all services including legal advice, building permits, and vehicle maintenance.

V. RECOMMENDATIONS:

03-51 The Grindstone Reservation should be charged for responses.

03-52 The department should also charge for services rendered to people (bikers, RVers, etc.) from outside the district.

03-53 The County should help the fire department expedite the purchase of a small plot of land located in the district for a new firehouse.

VI. RESPONSE:

Elk Creek Fire Department (03-51, 03-52)
Board of Supervisors (03-53)

**2002-2003 GLENN COUNTY GRAND JURY
GLENN-CODORA FIRE DEPARTMENT**

I. PURPOSE:

The Grand Jury visited the Glenn-Codora Volunteer Fire Department to ascertain how they were functioning. The department has not been visited for ten years.

II. BACKGROUND:

Glenn-Cordora is located in southeast Glenn County on County Road 45 and covers an area of 40 square miles.

The department is made up of an appointed board of directors, chief, two assistant chiefs, and three captains. There are approximately 15 volunteers few of whom are active. Most all volunteers are Emergency Medical Technicians and First Responders.

The department had revenues of \$8600.00 for Fiscal Year 2002. They do not have a special fire tax as other departments in the county do. They average approximately 25 calls for service per year, most of which are for medical aid or vehicle accidents.

The department has three vehicles, the newest being a 1989 water tender.

III. FINDINGS:

The Board of Directors is not very involved in the affairs of the department.

The department is having a decline in volunteers.

Some local volunteers respond to wild land fires. The moneys received for the responses pays the volunteers for fighting the fires, and the balance goes into their department fund.

The department has to pay Golden State Risk Management 10% of their gross for insurance when they respond to wild land fires, but this may be adjusted in the future.

The vehicle equipment is old, but fairly well maintained.

The department will be getting a Jaws of Life with Butte City Fire Department later this year through a grant from the Emergency Medical Foundation (EMF).

EMF provided air/oxygen supplies via a grant this year.

The department expressed concern regarding excessive training hours pending implementation of new legislation. (See SB 1207)

IV. CONCLUSIONS:

The department was unsuccessful in getting approval for the Fire Tax assessment and is now faced with serious money shortages.

The department works as well as it can in the community under the circumstances, but lacks sufficient active volunteers.

The department lacks sufficient funds to operate and needs newer equipment.

VI. RECOMMENDATIONS:

03-54 Establish an ongoing program to recruit active volunteers.

03-55 The Board of Directors needs to be more actively involved in the district elections and fund raising.

03-56 The County and the department need to work together to find ways to compensate for the lack of funds

VI. RESPONSE REQUIRED:

Glenn-Codora Fire Department (All)
Board of Supervisors (03-56)

**2002-2003 GLENN COUNTY GRAND JURY
HAMILTON CITY VOLUNTEER FIRE DEPARTMENT**

I. PURPOSE:

The Grand Jury visited the Hamilton City Volunteer Fire Department to ascertain how they were functioning. They had not been visited for ten years.

II. BACKGROUND:

The Hamilton City Volunteer Fire Department covers approximately 36 square miles. The department is made up of a chief, deputy chief, 2 commissioners and 10 additional volunteers of whom only six are active participants.

The department's budget for 2002 was \$ 92,000.00, but much of that revenue came as reimbursements for responding as a "the strike team" for state and federal fires. They had approximately 150 calls for service in 2002, 60% of which were medical aid.

The department has five vehicles that are old but well maintained. The department has an equipment repair contingency fund.

III. FINDINGS:

The fire department pays the California Department of Forestry out of Red Bluff \$2,300.00 a year to dispatch their calls for service.

Even though they have an equipment contingency fund, major repairs on two pieces of equipment this year depleted their budget, and they will end the fiscal year with a deficit.

The department has one defibrillator but needs a second one.

The physical plant needs some remodeling upstairs to enlarge their meeting space.

They received airway equipment for children from Emergency Medical Foundation this year.

The department has a critical manpower shortage.

The department feels a lack of support from the Board of Supervisors.

The department expressed concern regarding excessive training hours pending implementation of new legislation. (See SB 1207)

IV. CONCLUSIONS

The fire department is working well with the community but is lacking sufficient funds and volunteers.

The Willows Fire Department or a centralized county dispatch should dispatch the department's calls for service.

V. RECOMMENDATIONS:

03-57 The department needs to actively recruit volunteers.

VI. RESPONSE REQUIRED:

Hamilton Volunteer Fire Department
Board of Supervisors

**2002-2003 GLENN COUNTY GRAND JURY
ORD BEND FIRE DEPARTMENT**

I. PURPOSE:

The Grand Jury visited the Ord Bend Volunteer Fire Department to ascertain how they are functioning. The department has never been visited.

II. BACKGROUND:

Ord Bend is located in Eastern Glenn County and covers 25 square miles.

The department is made up of an appointed board of directors, chief, and assistant chief/trainer. There are a total of 24 volunteers on the roster including the Board. Of these, 15 are active volunteers.

The department's revenue Fiscal Year 2002 was \$20, 500.00. They are working on an agreement to charge Federal Fish and Wildlife for responses.

They average approximately 24 calls for service per year, of which seventy-five percent (75%) are for medical aid.

The department has four vehicles, the newest being a 2002 truck which is the first vehicle dispatched out for fire and rescue,

III. FINDINGS:

The department has seen a gradual decline in the number of volunteers.

The majority of responses are medical aid, and fire fighters must know how to operate medical equipment.

Equipment and training are expensive, and it is difficult to stay within their budget. Having newer vehicles has reduced the repair bills.

The department did not receive supplies or equipment from Emergency Medical Foundation this past year.

There are consistent problems with pagers not working.

The department expressed concern regarding excessive training hours pending implementation of new legislation. (See SB 1207)

IV. CONCLUSIONS:

The department is working well with the community, but they could use additional funds to operate.

V. RECOMMENDATION:

None

VI. RESPONSES REQUIRED:

None

**2002-2003 GLENN COUNTY GRAND JURY
ORLAND CITY AND RURAL VOLUNTEER FIRE DEPARTMENTS**

I. PURPOSE:

The Grand Jury visited the Orland City and Rural Fire Departments to ascertain how they were functioning. They were last visited two years ago.

II. BACKGROUND:

The Orland City Volunteer and Rural Fire Departments cover 129 square miles. The department is made up of a chief, two assistant chiefs, four captains, and 40-45 volunteers, 30 of whom are very active. These are actually two districts operating as one in many instances.

The department has two separate budgets. For fiscal year 2002 the County's share of the budget was \$114,900, and the City's share was \$74,824.

They responded to approximately 400 calls for service between the two departments of which nearly one half were for medical aid. They responded to approximately 150 calls on the freeway. Since they do not all require fire department response, the department does not respond to all medical aid calls since they do not all require fire department response.

The departments have eight vehicles of varying ages. The equipment is very well maintained. They are planning to purchase a new rescue wagon this year and replace two pumper trucks in 2004. These funds have been set aside in a reserve account.

The department has a number of antique fire vehicles that are stored and maintained in a separate new building.

III. FINDINGS:

The department pays a local answering service \$1,300.00 per month to dispatch their calls for service.

The department feels they have adequate funds to operate.

The buildings and equipment are well maintained.

The department expressed concern regarding excessive training hours pending implementation of new legislation. (See SB 1207)

IV. CONCLUSIONS:

The departments are working well with the community and have sufficient funds to operate.

V. RECOMMENDATIONS:

03-58 The department's response calls should be dispatched by the Willows Fire Department or a centralized county dispatch.

03-59 The department should start charging for I-5 responses.

RESPONSE REQUIRED:

Orland Fire Department
Board of Supervisors

**2002-2003 GLENN COUNTY GRAND JURY
WILLOWS FIRE DEPARTMENT**

I. PURPOSE:

The Grand Jury visited the Willows Fire Department to ascertain how they were functioning. They were last visited two years ago.

II. BACKGROUND:

The Willows Fire Department serves the City of Willows, the Willows Rural Area, and the California Department of Forestry, when required, and covers an area of approximately 81 square miles.

The department is made up of two chiefs, two captains, a lieutenant and 35 volunteers. The volunteers are divided into three companies.

The department has seven vehicles that are shared by the Willows Rural Fire Department. One of the vehicles belongs to the Office of Emergency Services. For a fee maintenance is performed by the City/County yard. The firemen themselves perform other routine repairs.

The department's budget for the Rural District in Fiscal Year 2002 was \$154,500.00 and \$275,000.00 from the City. The department feels it has sufficient funds to operate. They average approximately 465 calls for service per year, of which seventy percent (70%) are for medical aid.

III. FINDINGS:

The office building needs to be remodeled and more room is needed for office and meeting areas.

The Willows Fire Department dispatches calls for service to all fire departments in the county, except Orland City and Rural, and Hamilton City.

The department expressed concern regarding excessive training hours pending implementation of new legislation. (See SB 1207)

IV. CONCLUSIONS:

The fire department is working well with the community and is run very efficiently.

V. RECOMMENDATIONS:

03-60 Suggest that a second floor be added to the building for meetings and training space.

03-61 The Building Inspector's area needs to be partitioned off from the fire department.

03-62 Calls for service in Hamilton City and Orland should be dispatched by Willows since Willows is already dispatching for all other departments.

VI. RESPONSE REQUIRED:

Willows Fire Department
Board of Supervisors

**2002-2003 GLENN COUNTY GRAND JURY
SPECIAL DISTRICT EXAMINATION
COLUSA BASIN DRAINAGE DISTRICT**

I. PURPOSE:

The Colusa Basin Drainage District was visited on a routine basis, as no specific complaints were raised.

II. BACKGROUND:

The Colusa Basin Drainage District was formed in 1987 to reduce flooding, improve water quality and enhance environmental resources. The District encompasses 65,000 acres in Glenn, Colusa, and Yolo Counties.

III. FINDINGS:

The Colusa Basin Drainage District is governed by a Board of Directors and is currently implementing a comprehensive Integrated Watershed Management Program.

The Colusa Basin Drainage District does not currently have a policies and procedures manual.

The Colusa Basin Drainage District has employed a manager for the first time, just over six months ago. The manager is currently working with files in temporary boxes.

IV. RECOMMENDATIONS:

03-63 The Colusa Basin Drainage District should expedite the formulation of a policies and procedures manual as detailed in their Annual Financial Report.

03-64 The Colusa Basin Drainage District should consider the employment of a temporary clerical service to properly arrange files.

VI. RESPONSE REQUIRED:

Colusa Basin Drainage District

**2002-2003 GLENN COUNTY GRAND JURY
SPECIAL DISTRICT EXAMINATION
KANAWHA WATER DISTRICT**

I. PURPOSE:

The Kanawha Water District was visited on a routine basis, as no specific complaints were raised.

II. BACKGROUND:

The Kanawha Water District was formed in 1955 to benefit 50 landowners on 16,000 acres west of Willows.

III. FINDINGS:

The Kanawha Water District is governed by a Board of Directors and a procedures manual entitled "Amended Rules and Regulations." There are four employees and one seasonal employee.

The Kanawha Water District office is not wheelchair accessible.

The Kanawha Water District has an annual income of \$119,010.00 and retained earnings of \$4,732,852.00. Only \$900,000.00 of the retained earnings is available as cash, as the remainder is in real property. In this instance, the retained earnings are not considered excessive.

IV. RECOMMENDATIONS:

03-65 The Kanawha Water District should verify if they are required by law to conform to accessibility guidelines.

03-66 Future Grand Juries should consider monitoring other Special Districts to ensure retained earnings are not excessive.

VI RESPONSE REQUIRED:

Kanawha Water District

2002-2003

GLENN COUNTY GRAND JURY

APPENDIX

2001-2002 RESPONSE REPORT

INFORMATION REGARDING RESPONSES

The legal requirements as contained in the California Penal Code, Section 933.05 are summarized as follows:

The responding entity or person must respond in one of two ways:

- (1) That you agree with the finding.
- (2) That you disagree wholly or partially with the finding. The response shall specify the part of the finding that is disputed and shall include an explanation of the reasons for the disagreement.

Recommendations by the grand jury require action. The responding entity or person must report action on all recommendations in one of four ways:

- (1) The recommendation has been implemented, with a summary of the implemented action.
- (2) The recommendation has not been implemented, but will be implemented in the near future, with a timeframe for implementation.
- (3) The recommendation requires further analysis. If an entity or person reports in this manner, the law requires a detailed explanation of the analysis or study and timeframe not to exceed six months. In this event, the analysis or study must be submitted to the director of the agency being investigated.
- (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor.

If either a finding or recommendation deals with budgetary or personnel matters of a County department headed by an elected officer, both the elected officer and the Board of Supervisors shall respond if the grand jury so requests. The Board of Supervisors' response may be limited, while the response by the department head must address all aspects of the finding or recommendations.

Two working days prior to release of the Final Report, the grand jury will provide a copy of the portion of the report to all affected agencies or persons. **No officer, agency, department, or governing body of a public agency shall disclose the contents of the report prior to its public release.**

Section 933(c) of the Penal Code provides for two different response times.

- (1) Public Agency: The governing body of any public agency must respond within 90 days. The response must be addressed to the Presiding Judge of the Superior Court.
- (3) Elective Officer of Agency Head: All elected officers or heads of agencies who are required to respond must do so within 60 days to the Presiding Judge of the Superior Court, with an information copy provided to the Board of Supervisors.

FINANCE DEPARTMENT

RESPONSE COMMITTEE REPORT

The 2002-2003 Grand Jury is responsible for the review and evaluation of the responses made to the findings of the previous Grand Jury. The responses and evaluations are as follows:

01-04 Recommendation

Lowering required insurance for private vehicle use to State minimum limit of \$15-30-10K.

Response Board of Supervisors

Resolution to amend Sec 9.06.06 of the Administrative Manual re: Automobile Insurance. Private automobiles used by employees, volunteers, or contractors on official business shall be insured to a limit of no less than the statutory minimums.

Department heads shall obtain and maintain a copy of a current certificate of Insurance on each employee using their personal vehicle for county business. Department heads shall submit a list of such employees to the Clerk of the Board of Supervisors by August 1 of each year. (SIC)

Evaluation 2002-2003 Grand Jury

Accept Board of Supervisors approval of minutes.

CITY COUNTY GOVERNMENT

02-01 Recommendations

There is a need for a larger conference room, which would allow for large agriculture-related groups to meet at the building site.

Response Board of Supervisors

The Board is aware of the need, not only for the AG. Department, but it is needed countywide. Memorial Hall has served as a large meeting hall in the past and will continue to do so. In addition, the future Conference Center will be a prime meeting place for large groups.

Evaluation 2002-2003 Grand Jury

Response accepted.

02-02 Recommendation

We recommend that future Grand Juries continue to monitor these special districts in this regard and attempt to get a larger response than we obtained.

Response

No response required.

02-07 Recommendation

The members of the Orland City Council should adhere to the Brown Act. Each member of the City Council should keep closed session meetings, authorized by law, confidential. Closed sessions should be strictly limited to those topics authorized by law for closed sessions. The public business should be conducted in the open. Excessively long closed sessions or multiple sessions undermines public confidence and should be avoided.

RESPONSE Orland City Council

The issue of confidentiality has been cause for concern for quite some time, particularly since there have been sensitive negotiations concerning union activity and other personnel matters, as well as actual and potential litigation. No one has come forward to identify the source of any disclosures of confidential information, but Orland City Council welcomes any such information which may be available, and will refer that information to the appropriate authorities for further investigation and, if warranted, prosecution.

As to the nature and extent of closed sessions, the members of the City Council make every effort to stay within the topics of the agenda and, if incidental comments should stray from that agenda, follow the recommendation of the City Attorney and discontinue such remarks.

The issues of duration and frequency of closed sessions are more specifically addressed in response to Recommendation 02-30.

2002-2003 Grand Jury Evaluation

Response accepted

RESPONSE Orland City Attorney

During calendar year 2001, I conducted one formal training session concerning leadership/ management which included an overview of the Council members' responsibilities with regard to the Brown Act. In addition to the above formal training, I have maintained an ongoing dialogue with the Council members, making myself available to them to respond to specific questions pertaining to agenda items, attendance at meetings, conduct of meetings, appropriate matters to be considered in open and closed session and confidentiality of closed session information. I have also provided the council members with written materials obtained from the League of California Cities, in an attempt to further familiarize them with the requirements of the open meetings law.

2002-2003 Grand Jury Evaluation

Response accepted.

02-08 Recommendation

Members of the City Council should more closely adhere to the Orland Municipal Code Chapter 2.16, Conflict of Interest Code.

RESPONSE Orland City Council

The issue of conflict of interest has been addressed by the Orland City Council, and efforts are made at each meeting to determine what, if any, conflicts may arise with regard to various agenda items. Updated written materials concerning the Fair Political Practices Act were distributed to the entire Council by the City Attorney and by Councilman Yallow. The incident in question was brought to the attention of the Council member involved, and corrective action was taken.

2002-2003 Grand Jury Evaluation

Response accepted.

02-09 Recommendation

The Grand Jury cannot decree that all the members of this body trust each other. However, it is in the best interest of the City of Orland that its Council Members individually make a concerted effort to work together for the collective good.

RESPONSE Orland City Council

Council members come from all walks of life and have their own perception of how government should function. Teambuilding meetings have been held by the Orland City Council, but there continue to be factions among the members. Unfortunately, this is the nature of government at all levels, with the dynamic of any governing body changing with each election. Should the upcoming November election result in changes to the composition of the City Council, there will be a new period of adjustment, and a further need to develop the trust noted in the Grand Jury's Report. The City Council is hopeful that such trust will be developed sooner rather than later, no matter who those members may be after the election.

2002-2003 Grand Jury Evaluation

Response accepted

02-23 Recommendation

The Board of Supervisors needs to recognize that the Marvin Chapel Cemetery District is the legal owner of the Butte City Cemetery and provide sufficient funds to that District to repair and maintain it. Without sufficient funds, Marvin Chapel Cemetery District cannot provide the proper maintenance of the cemetery that our pioneer ancestors deserve.

RESPONSE Board of Supervisors

The Agricultural Department has maintained weed control for the last three years Ag supplies the chemicals and, as a volunteer service, Mann & Sons Flying Service flies the chemical over the cemetery for weed control a couple of times a year and are scheduled to spray again this month. In June of this year, the California Youth Connection (youth group shepherded by Human Resource Agency) provided volunteer maintenance service by picking up trash, clearing weeds, trimmed trees and burned all trimmings. This fall the Ag Department will float the ground surface and plant a low maintenance grass to improve the grounds, as well as a weed control measure. In addition, the Cemetery was enclosed by chain-linked fencing with the help of Valley View Concentration Camp last year. The Ag Department has funded all maintenance projects with internal funds. The Marvin Chapel Cemetery District received \$6,960.20 total revenue last fiscal year, with the majority coming from the tax roll (see attachments from Finance Dept and the Ag Dept.) (sic)

2002-2003 Grand Jury Evaluation

Response not accepted.

02-24 Recommendation

The County needs to develop a consolidated countywide program for mosquito control to include the Mosquito and Vector Control District and the Rice Pest Abatement District. In the even they cannot provide a county wide district, there should be in place an emergency plan to respond to an influx of one or more of these mosquito borne viruses

RESPONSE Board of Supervisors

The Mosquito and Vector Control District is forming a response plan to the threat of the spread of the West Nile Virus. West Nile Virus is expected to reach California in the years 2003 or 2004. At this time Glenn County Mosquito and Vector Control District only serve the City of Willows and a small surrounding area. It is a matter of when the West Nile Virus will be found in California, not a matter of will it be found. This virus has spread to 2/3rds of the continental United States at this time. There has to be a response to this threat that will include all of the uncontrolled areas of Glenn County including the Rice Pest Abatement District. (sic)

2002-2003 Grand Jury Evaluation

Response accepted.

02-30 Recommendation

The Grand Jury feels that more time spent in open session would be beneficial to the governed.

RESPONSE Willows City Council

The Grand Jury indicates in Section II, Background, that the Brown Act requires that the public's business be conducted in open session and specifies those limited circumstances where governing bodies may meet in closed session. The Willows City council is in agreement with the recommendation that the, "...more time spent in open session would be beneficial to the governed." As elected officials, the members of the City Council recognize that we are directly responsible to the citizens of this community for our actions. Our obligation to comply with the requirements of the Brown Act is a very important responsibility. The Willows City Council will, therefore, continue to limit the use of closed sessions to only those enumerated instances the Brown Act has specifically deemed appropriate.

2002-2003 Grand Jury Evaluation

Response accepted.

RESPONSE Orland City Council

The statistical analysis is interesting, but has little, if any, bearing on how the City of Orland conducted its business during calendar year 2001. The City Council negotiated labor agreements with a newly-formed bargaining unit, dealt with significant personnel issues, including the termination of the City Manager and buyout of the contract of the Grant Administrator, and negotiated the settlement of a \$6,000,000 lawsuit. All this was accomplished at the same time that the City devoted more than two hours per meeting, in addition to time spent in closed session, taking care of the City's business in public. Using the statistics provided in the Final Report, this was twice the amount of time spent by Willows in open session, based on two meetings per month. If the public wishes for longer open meetings, the City Council welcomes input from any citizen, and provides time during each meeting for such comment.

As to closed sessions, it is impossible to predetermine the duration or frequency of such items. The purpose of the closed session is the discussion of confidential matters of importance, and allows the City of Orland to consult with its legal counsel in private. The Orland City Council is committed to act appropriately in scheduling such sessions, and will do so only when warranted.

Concerning the duration of closed sessions, they are to last until the matter at hand is fully addressed. It would not be prudent to only allow a brief period of time to address the types of matters reserved for closed session. As long as the agenda is properly followed, each session must take as much time as is necessary for the City Council to become fully informed of the issues before it, to consider the options available, and discuss the proper course of action. SIC)

2002-2003 Grand Jury Evaluation

Response accepted

RESPONSE Board of Supervisors

Closed Sessions are severely limited by the Ralph M. Brown Act. As stated in the Grand Jury Report, those matters that a body can discuss in closed session relate to personnel matters, labor negotiations, pending litigation and the purchase of property. In the case of personnel matters, most BOS closed sessions are to give our Personnel Director direction and parameters for negotiation with our employee unions. Providing this information in open session would give the employee unions an advantage in the negotiation. This would not be beneficial to the governed. The number of closed sessions for negotiation reasons is driven by the expiration of the labor agreements. Glenn County entered into three year agreements with all four labor unions which expires at the end of 2002. This probably resulted in fewer closed sessions for the Board of Supervisors as there were no negotiations during this period.

With respect to closed sessions concerning litigation, the Board has no control of numbers of law suits filed in which we need information or to give direction to our legal staff. I believe it is obvious why the discussion of the strategy of a legal matter needs to be conducted in closed session. Discussing these issues in open session would be very detrimental to the governed.

Comparing the percentage of time each elected body spends in closed session makes little sense as most of the reasons for closed sessions are completely out of the control of the elected body and the ability to call a closed session is severely limited by law. In the case of the Glenn County Board of Supervisors, our County Counsel advises us on the legal ability to call a closed session and monitors discussion in the closed sessions and advises us if we are not following the law.

2002-2003 Grand Jury Evaluation

Response accepted.

HEALTH SERVICES

02-27 Recommendation

Mental Health Division staff should keep abreast of changes in the statutes that relate to services they provide clients.

RESPONSE Health Services Agency Director

Agreed. We shall continue to keep abreast of changes in statutes as they come to our attention via Mental Health Associations which we are members, legislative bulletins from CSAC, through the mail and internet inquires when necessitated. This information will be shared with all Mental Health staff at regularly scheduled staff meetings. Policy changes will be made as required by the new statutes. (sic)

2002-2003 Grand Jury Evaluation

After further review from the 2002 Grand Jury, it was found that new policies have been put in place and that the finances in question were appropriately used from state/federal funds targeted for services of this type.

02-28 Recommendation

The Mental Health Division should coordinate with existing social service agencies and programs designed and funded to handle this type of situation

RESPONSE Health Services Agency Director

We will to coordinate with existing Social Service Agencies regarding programs which are mutually supportive. (SIC)

2002-2003 Grand Jury Evaluation

After further review from the 2002 Grand Jury, it was found that new policies have been put in place and that the finances in question were appropriately used from state/federal funds targeted for services of this type.

02-29 Recommendation

The 2002/2003 Grand Jury Report should review Health Services Agency's use of funds in this type of situation.

2002-2003 Grand Jury Evaluation

No Response Required

PUBLIC SAFETY

02-25 Recommendation

Request that the contracting veterinarian install above the concrete floor a suitable platform which would not interfere with the cleaning process and would give the dogs a clean place on which to lie. Also obtain food and water dishes that could be clipped to the fencing. It may be necessary to include this as a requirement when the contract is renewed

RESPONSE Animal Control Officer

The Grand Jury recommendations will be included in the next negotiation with the County Contractor when the contract comes up for review.

2002-2003 Grand Jury Evaluation

Response accepted with these provisos. Obtain pallets or decks that will be impervious to water and cannot retain contaminants of any kind. Pallets or decks must be raised six to eight inches above the concrete floor, at the back of the cages, so cleaning may be accomplished with less discomfort to the dogs and a minimum of labor.

02-26 Recommendation

The City of Orland should include cat control in their contract with Animal Control.

RESPONSE Orland City Council

This is a matter which has not been brought to the Orland City Council's attention in the past, nor has there been any indication that the cat population represents a problem within the City of Orland. Should such information become available to the Orland City Council, action will be taken to address the issue at that time.

2002-2003 Grand Jury Evaluation

Response accepted.

RESPONSE Animal Control Officer (Not Required)

This issue and concern has in the past and will be discussed in the future when the contract comes up for review, but funding has always been a major problem.

2002-2003 Grand Jury Evaluation

Response accepted.

SCHOOLS

02-03 Recommendation

Fewer students in the upper elementary grades would eliminate classroom overcrowding.

Response Superintendent Orland Unified School District

The State of California enacted legislation in 1996 known as the Class Size Reduction Program. Through the program, districts became eligible for increased funding from the state if K-3 classes were kept at 20 or less. Unfortunately, no such program exists for upper elementary students. Class sizes at upper elementary are agreed upon through the union and District negotiations process. Since the District is in a tight funding period, there are no plans to reduce class sizes in upper grades unless the state or federal government offers incentives sufficient to add the staff, classrooms and infrastructure needed to reduce class size in those grades. (SIC)

Evaluation 2002-2003 Grand Jury

Response accepted.

Response Superintendent Willows Unified School District

The Collective Bargaining Agreement between Willows Unified School District and the Willows Unified Teachers Association (WUTA) establishes twenty-eight (28) as the maximum class size average. Due to our current declining enrollment and the deficit spending mode, this requirement will be difficult to accommodate in the up-coming 2002-03 school year (please be informed that Willows Unified has experienced a decline of approximately 400 students over the past seven years, with 91 fewer students since just this last year. With our revenue limit being approximately \$5000 per child, this enrollment decline equates to nearly a two million dollar revenue reduction).

As we do recognize that classroom instruction and student achievement are greatly enhanced whenever the pupil-teacher ration is lowest, rest assured that in the future, Willows Unified School District will continue to support the 20:1 class-size reduction program in grades K-3 and will strive to maintain the 28 student class size maximum in the upper elementary grades. (sic)

Evaluation 2002-2003 Grand Jury

Response accepted.

Response Superintendent Plaza School District

Perhaps some day Class Size Reduction will come to the junior high level and be implemented at Plaza School.

Evaluation 2002-2003 Grand Jury

Response accepted.

Response Superintendent Lake School District

The State of California provides funding which allows us to maintain class sizes of 20 to 1 in grades kindergarten through third grade. Unfortunately, these funds are not available in the upper grades so we must maintain combination classes of about 30 to 1 to remain financially solvent. In order to prevent them from becoming even larger we are forced to turn away many outside our district who have requested interdistrict transfers and maintain a 15 to 1 class ratio at the primary grades. We also provide each teacher with an instructional aide, which improves the adult to student ratio. Also, for the 2002-2003 school year

we have increased one of our teachers from a part time to full time position
This will allow the fourth grade to remain a single graded class rather than a
combination class as in the past.

Evaluation 2002-2003 Grand Jury

Response accepted.

02-04 Recommendation

Encourage more parental involvement, as volunteers, in the classrooms.

Response Superintendent Orland Unified School District

Parents are an integral part of every child's education. The District welcomes parent volunteers in the classroom. In addition to the volunteering in classrooms, parents can support their child(ren)'s education by seeing to it that their children are well-rested, well-fed, are read to often at home and have a quiet place to do their homework. Additionally, parents can help by being sure that their child is at school and on time every day. Finally, parents can help by attending Back-to-School Night, Open House and parent-teacher conferences. This year parents will be able to go on the Internet to track their child(ren)'s progress toward the state standards.

Evaluation 2002-2003 Grand Jury

Response accepted.

Response Superintendent Willows Unified School District

The Governing Board of Willows Unified School District desires and highly encourages members of the community to share their time, knowledge and abilities with our students. Volunteer assistance in our schools enriches the educational program, enhances supervision of students and contributes to school safety while strengthening the school's relationship with the community. Teachers who supervise volunteers, be it in the classroom or on field trips, insure that they are assigned meaningful responsibilities that capitalize on their skills and expertise and maximize their contribution to their educational program.

Evaluation 2002-2003 Grand Jury

Response accepted.

Response Superintendent Plaza School District

We are very proud of our parental involvement in and out of the classroom and continue to encourage parents as volunteers

Evaluation 2002-2003 Grand Jury

Response accepted.

Response Superintendent Lake School District

One of the strengths of Lake Elementary is the parental support for education. We have a strong parent teacher club that supports the classes financially and by providing volunteers. Primary classes especially have many parents and grandparents that volunteer time in the classes or as trip chaperons. One of the most popular events is "Grandparent's Day". Grandparents will spend time in the classes and a special barbecue is held in their honor. Seventh and eighth grade parents are very active in fund raising and as chaperons or coaches. One of our goals for 2002-2003 is to develop a central library facility. We will ask the Parent Club to play a leading role in this project. Lake Elementary also has a very strong 4-H club with staff and parent support. We will devote this year to increasing the number of volunteers. I will ask teachers to keep a log of volunteers so we can evaluate our success at the end of the school year. (sic)

2002-2003 Grand Jury Evaluation

Response accepted.

02-22 Recommendation

Country resources should be pooled to more aggressively work together to develop more substantial and secured sources of funding for this necessary service to Glenn County's senior citizen population. As our population ages and the number of seniors increase, the demand on this program will also increase.

RESPONSE Glenn County Superintendent of Schools

It is true the demands on this program have been and will be increasing. This year in response to those needs the Senior Nutrition Program staff began aggressively searching for additional ways to provide service. Our successes include:

- * During the 2001-2002 Fiscal Year the Glenn County Senior Nutrition Program provided 20,493 congregate meals and 28,422 Home-Delivered Meals.
- * In September 2001 we were allocated \$11,000 from the Glenn County Board of Supervisors.
- * In January 2002 the Glenn County Office of Education received a grant to provide Hispanic Ethnic Home-Delivered meals to Seniors 60 years and older in Hamilton City, Willows and Orland. This program is administered by the Glenn County Senior Nutrition Program.
- * In January the Willows United Way Thrift Shop donated \$5,000 to the Glenn County Senior Nutrition Program.

2002-2003 Grand Jury Evaluation

Response accepted.

RESPONSE Glenn County Human Resource Agency

The Glenn County Human Resource Agency (HRA) agrees with the recommendation 02-22. We will continue in our long-standing commitment to partner and/or collaborate with all who serve this vulnerable and growing sector of our population.

The HRA has recently been involved in the establishment of a countywide food collaborative. This effort includes Sr. Nutrition Center staff and also takes into consideration the capacity of the Sr. Nutrition program to provide meal services to a number of underserved groups to enhance their support structure. We are also active in identifying funding streams that are compatible with these services.

2002-2003 Grand Jury Evaluation

Response accepted.

RESPONSE Willows City Council

The Glenn County Senior Nutrition Program is a Not-For-Profit 501 (C) (3) organization. The City of Willows would be happy to work with other County resources to review existing funding sources, operations and availability of grant funding for which the cities and/or counties may act as a conduit.

2002-2003 Grand Jury Evaluation

Response accepted.

RESPONSE Orland City Council

The City of Orland is committed to the provision of as many services to senior citizens as may be feasible, and encourages those groups providing funding to continue in their efforts at the highest possible level.

2002-2003 Grand Jury Evaluation

Response accepted.

RESPONSE Board of Supervisors

The Board of Supervisors agrees with the recommendation and will continue to support this necessary program as long as funds are available. Currently, and for several years, the County has provided \$11,000 per fiscal year.

2002-2003 Grand Jury Evaluation

Response accepted

PUBLIC WORKS

02-05 Recommendation

The Road Division Management should consistently apply policy and procedures at all maintenance yards insuring that safety meetings are routinely held, accurately documented and that employee attendance is mandatory.

Response Glenn County Public Works Director

In this regard, safety meetings and their importance will be stressed at each Road Division Management meeting. Further participation by employees will be implemented by encouraging leadership rolls by Road Division crew members in conducting various aspects of the safety meetings. In addition, a copy of the Foreman's Safety Meeting. Form 6 is attached for review.

2002-2003 Grand Jury Evaluation

The response fully addresses the recommendation to ensure safety meetings are conducted. The attached safety meeting sheet indicates safety subjects discussed, attendance, comments routing and a signature of a supervisory employee.

02-06 Recommendation

Develop a long-range plan to control parking on the north side of the Willows Airport property that provides safe traffic patterns and minimizes damage to airport facilities and parking lot services.

RESPONSE Public Works Department

The truck parking has been enforced to an area west of the Airport beacon and has provided a measure of relief to the parking lot surface north of Nancy's Café. The Public Works Department is pursuing the realignment of County Rd G, but the Airport needs to update its Layout Plan with the Federal Aviation Administration (FAA). The Willows Airport is required to have a Layout Plan which shows existing development and is also required to be revised when changes occur or are proposed. The Public Works Department is working with the FAA for approval of the Willows Airport Layout Plan.

The Capital Improvement Program identifies airport projects and is forwarded to the Federal Aviation Administration (FAA) and Caltrans Aeronautics. These projects are available for grant funding from these two agencies. Grants from either are for 90% of the project costs with a 10% local match. A local agency, receiving a FAA grant, may also apply to Caltrans Aeronautics to receive a grant for 4.5% of the 10% FAA match and may even apply for a Caltrans Aeronautics loan on the remaining 5.5%. The road realignment of County Rd G is identified in the Capital Improvement program for the Willows Airport. FAA may provide a grant for the road realignment, but Caltrans will not because their grants are solely for airport projects, not roads. The Airport cannot afford to pay for this project, and will need to rely on grants and loans.

The Airport has not been able to raise sufficient revenue for the 10% Local Match. In fact, the Airport has trouble paying its routine bills and currently owes approximately \$27,000 to Public Works. General Fund money is limited, especially with the current budget crunch.

The Public Works Department is striving to cut costs and increase revenue to provide the local match. The road realignment would provide for safer traffic patterns and would create a 2 acre parcel for lease to generate additional revenue for the airport. (sic)

2002-2003 Grand Jury Evaluation

The response fully addresses the recommendation to develop a long-range plan to enhance traffic safety and minimize damage to facilities.

The Grand Jury will also monitor the requirement for Nancy's Café to perform parking lot repairs by December 2002.

RESPONSE Board of Supervisors

The Board agrees with the recommendation and will direct the Public Works Department to interact with the City of Willows to endeavor to draw up a long range plan.

2002-2003 Grand Jury Evaluation

The response fully addresses the recommendation to develop a long-range plan to enhance traffic safety and minimize damage to facilities.

The Grand Jury will also monitor the requirement for Nancy's Café to perform parking lot repairs by December 2002.

02-10 Recommendation

A safe and sufficient storage space should be found for all Glenn County historical records.

RESPONSE Board of Supervisors

The Board agrees with the recommendation. The County Historical Records Commission will be working on resolving this issue over the next twelve months.

2002-2003 Grand Jury Evaluation

The response fully addresses the recommendation to provide safe storage for historical records. Substantial progress has been made this year. Many records have been moved to Memorial Hall. Efforts should continue to fully accomplish the goal.

02-11 Recommendation

During the planning stages of the remodeling, it is suggested that ample storage for non-current records be included in the plans.

RESPONSE Board of Supervisors

The Board agrees with the recommendation and will direct the County Facilities Planning Committee to address this issue.

2002-2003 Grand Jury Evaluation

The response properly addresses the recommendation to provide for the proper storage of non-current records. Options include storing these records at alternate locations such as Glenn Medical Center.

02-12 Recommendation

The Grand Jury urges the Board of Supervisors and the Court to expedite Phase II plans. A fire hazard exists in the basement, which contains so much flammable material

RESPONSE Board of Supervisors

The County Historical Records Commission (HRC) is currently in the process of removing records/documents from the basement for review, inventory and placement for the records of historical value. Records of no value will be properly discarded upon approval of each Department Head and the Board of Supervisors.

2002-2003 Grand Jury Evaluation

The response properly addresses the recommendation to remove combustible material from the Courthouse basement. This year's inspection revealed the removal of a considerable portion of the records. Efforts should continue until the hazards have been eliminated.

RESPONSE Court Executive Officer

2002-2003 Grand Jury Evaluation

No response required.

RESPONSE Building Maintenance and Inspection Director

Gene Walker of the Historical Records Commission in coordination with the Buildings and Grounds Department staff, have moved much of the flammable material from the Courthouse basement to the Willows Memorial Hall. This material will be sorted, reviewed and inventoried into Historical and Non-Historical groups. The commission's goal is to remove all records and/or documents from the Courthouse basement for the purpose of safety for County records and employees. (SIC)

2002-2003 Grand Jury Evaluation

Response accepted

02-13 Recommendation

Remodeling plans should include a separate entry and staircase to the courtroom to be used exclusively by the jailers and offenders appearing in the court.

RESPONSE Building Maintenance and Inspection Director

On 7/24/02, I met with Architect, David M. Griffith, of Griffith & Associates (hereinafter referred to as Architect), who has been working directly with the Courts on plans to remodel and expand the Courthouse to meet future judicial needs. Mr. Griffith assures that the new plan concepts include a secure access path from the Jail to the Courthouse to a secured elevator for transporting jailers and offenders to the court room, which is completely separate from the public and employees access.

2002-2003 Grand Jury Evaluation

Response accepted.

RESPONSE Sheriff

The planning of a separate entry and staircase for use by Correctional Officers with offenders has been stressed as critical by this agency.

2002-2003 Grand Jury Evaluation

Response accepted.

**RESPONSE Court Executive Officer
2002-2003 Grand Jury Evaluation**

No response required.

Response County Supervisors (Not Required)

The Board agrees with the recommendation. Per Building Maintenance & Inspection Director, Architect David M. Griffith of Griffith & Associates has been working directly with the Courts on plans to remodel and expand the Courthouse to meet these needs.

2002-2003 Grand Jury Evaluation

Response accepted.

02-14 Recommendation

Contact consultants regarding security, alarm and surveillance systems for all areas of the Courthouse during the planning stage of the remodeling phase.

RESPONSE Building Maintenance and Inspection Director

The Architect assures that the new plan concepts include alarms, surveillance, and other security measures in the expansion/remodeling plans.

2002-2003 Grand Jury Evaluation

Response accepted.

02-15 Recommendation

Staff should contact and visit other courthouses and learn from other courts which systems work the best.

RESPONSE Court Executive Officer

2002-2003 Grand Jury Evaluation

No response required

RESPONSE Building Maintenance and Inspection Director (Not Required)

The Architect has viewed other courthouses for his work in the expansion/remodeling plans and is working with Court staff who have worked in other Court buildings.

2002-2003 Grand Jury Evaluation

Response accepted.

02-16 Recommendation

The Board of Supervisors is urged to expedite phase II plans because of the lack of adequate security at the courthouse.

RESPONSE Board of Supervisors

The Board agrees, however, Phase II plans will be expedited upon the availability of funding.

2002-2003 Grand Jury Evaluation

Response accepted.

02-17 Recommendation

A secure holding area for in-custody individuals should be a high priority.

RESPONSE Sheriff

A secure holding area for in-custody individuals has been given very high priority by this agency.

2002-2003 Grand Jury Evaluation

Response accepted.

RESPONSE Court Executive Officer

2002-2003 Grand Jury Evaluation

No response required.

02-18 Recommendation

Improve lighting by replacing incandescent light bulbs with compact fluorescent bulbs, which last much longer and reduce lighting costs significantly

RESPONSE Building Maintenance and Inspection Director

I agree that the lighting in several areas needs to be improved throughout the Courthouse. Dim lights can be remedied when interior remodeling occurs. The Architect assures that these types of changes will be included in the expansion/remodeling plans.

2002-2003 Grand Jury Evaluation

Response accepted.

02-19 Recommendation

Confer with lighting experts in order to maintain old fixtures, but add more illumination.

RESPONSE Building Maintenance and Inspection Director

The Architect will be responsible for maintaining as much of the original Courthouse features as is feasibly possible.

2002-2003 Grand Jury Evaluation

Response accepted.

02-20 Recommendation

Install better signage for emergency exits in the event of fire or other emergency.

RESPONSE Building Maintenance and Inspection Director

All signage work will be addressed in the Architect's plans. In the interim, I will confer with the Architect on the planned path of travel for exits and possibly add permanent signs prior to beginning any new construction.

2002-2003 Grand Jury Evaluation

Response accepted.

02-21 Recommendation

Expedite Phase II upgrades to address safety and security hazards at the Courthouse.

RESPONSE Board of Supervisors

The Board agrees, however, Phase II plans will be expedited upon the availability of funding.

2002-2003 Grand Jury Evaluation

Response accepted.

RESPONSE Building Maintenance and Inspection Director

I agree the safety and security hazards at the Courthouse need to be expedited.

Building upgrades are contingent upon funding.

2002-2003 Grand Jury Evaluation

Response accepted.