

BOARD OF SUPERVISORS

AGENDA

Meetings are located at:
Yuba County Government Center
Board Chambers, 915 Eighth Street
Marysville, California



Agenda materials are available at the Yuba County Government Center, 915 8th Street, Marysville and www.co.yuba.ca.us. Any disclosable public record related to an open session item and distributed to all or a majority of the Board less than 72 hours prior to the meeting is available for public inspection at Suite 109 of the Government Center during normal business hours.

APRIL 3, 2012

1:00 P.M. YUBA COUNTY WATER AGENCY

3:30 P.M. THREE RIVERS LEVEE IMPROVEMENT AUTHORITY CANCELLED

5:30 P.M. FINANCE AND ADMINISTRATION COMMITTEE - (Supervisors Stocker and Vasquez - Alternate Supervisor Nicoletti)

A. Consider revisions to the Consolidated Fee ordinance for Fiscal Year 2012/2013 - County Administrator (Fifteen minute estimate) (112-12)

6:00 P.M. YUBA COUNTY BOARD OF SUPERVISORS - Welcome to the Yuba County Board of Supervisors meeting. As a courtesy to others, please turn off cell phones, pagers, or other electronic devices, which might disrupt the meeting. Thank you.

I. **PLEDGE OF ALLEGIANCE** - Led by Supervisor Stocker

II. **ROLL CALL** - Supervisors Vasquez, Nicoletti, Griego, Abe, Stocker

III. **CONSENT AGENDA:** All matters listed under the Consent Agenda are considered to be routine and can be enacted in one motion.

A. Administrative Services

1. Authorize Budget Transfer in the amount of \$992 from 4H Trust Fund to Account No. 101-0101-411-5240 (4H Camp) for review and approval of the County's Timber Harvest Plan by California Department of Fish and Game for the 4H Camp property in Dobbins. (105-12)
2. Authorize Budget Transfer in the amount of \$122,288 from Account No. 101-0000-372-9901 (Operating Transfers) to Account No. 101-1200-418-6113 (Capital Improvements - South Annex) for demolition. (106-12)

B. Board of Supervisors

1. Reappoint Claudia Hollis to the In-Home Supportive Services Advisory Committee for a term to end April 3, 2014. (107-12)
2. Adopt resolution supporting five guiding principles and joining the Agricultural Floodplain Management Alliance and efforts to seek insurance solutions for agricultural structures destroyed or damaged by floods. (Continued from March 13, 2012) (077-12)

C. Health and Human Services

1. Approve Children's Medical Services (CMS) Plan and Fiscal Guidelines for Fiscal Year 2011-2012 and authorize the Chairman to sign necessary documents included in the plan. (Human Services Committee recommends approval) (108-12)

IV. **SPECIAL PRESENTATION**

- A. Present proclamation declaring month of April 2012 as Child Abuse Prevention Month in Yuba County. (Five minute estimate) (109-12)

Linda Hodges will accept proclamation

- V. **PUBLIC COMMUNICATIONS:** Any person may speak about any subject of concern provided it is within the jurisdiction of the Board of Supervisors and is not already on today's agenda. The total amount of time allotted for receiving such public communication shall be limited to a total of 15 minutes and each individual or group will be limited to no more than 5 minutes. Prior to this time speakers are requested to fill out a "Request to Speak" card and submit it to the Clerk of the Board of Supervisors. Please note: No Board action can be taken on comments made under this heading.
- VI. **ORDINANCES AND PUBLIC HEARINGS:** If you challenge in court the action or decision of the Yuba County Board of Supervisors regarding a zoning, planning, land use or environmental protection matter made at any public hearing described in this notice, you may be limited to raising only those issues you or someone else raised at such public hearing, or in written correspondence delivered to the Yuba County Board of Supervisors at, or prior to, such public hearing, and such public comments will be limited to three minutes per person or group.
- A. Ordinance - Hold public hearing, waive reading, and introduce ordinance amending Section 2.25.010 relating to Board of Supervisors meeting being held in District Five. (First Reading) (Ten minute estimate) (110-12)
- B. Ordinance - Hold public hearing, waive reading, and adopt ordinance amending Chapter 9.20 of Title IX of the Yuba County Ordinance Code by repealing and re-enacting sections 9.20.010 and 9.20.025 relating to parking restrictions for Pinewood Way. (Land Use and Public Works committee recommends approval) (Second reading) (Ten minute estimate) (096-12)
- VII. **CORRESPONDENCE** - (111-12)
- A. Notice from California Fish and Game Commission regarding proposed regulations relating to central marine protected areas. (Copy was provided to Yuba County Fish and Game Advisory Commission)
- VIII. **BOARD AND STAFF MEMBERS' REPORTS:** This time is provided to allow Board and staff members to report on activities or to raise issues for placement on future agendas.
- IX. **ADJOURN**

04/05/2012
4:30 P.M.

Marysville City/County Liaison Committee CANCELLED
City of Marysville
Covillaud Room
526 C Street
Marysville, Ca 95901

In compliance with the Americans with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available. If you have a disability and need disability-related modifications or accommodations to participate in this meeting, please contact the Clerk of the Board's office at (530) 749-7510 or (530) 749-7353 (fax). Requests must be made two full business days before the start of the meeting.

To place an item on the agenda, contact the office of the Clerk of the Board of Supervisors at (530) 749-7510.

PUBLIC INFORMATION

PUBLIC COMMUNICATIONS: Members of the public shall be allowed to address the Board of Supervisors on items not appearing on the agenda which are of interest to the public and are within the subject matter jurisdiction of the Board, provided that no action shall be taken unless otherwise authorized by law. The total amount of time allotted for receiving such public communication shall be limited to a total of 15 minutes and each individual or group will be limited to no more than 5 minutes.

AGENDA ITEMS: The opportunity of the public to be heard on an item shall be provided during the consideration of that item. In the interest of time, the Board has limited the length of such comment or input on each item to 15 minutes total, with a limit of no more than 5 minutes per person or group. The period for public comments on a particular item may be extended upon a majority vote of the Board. These time limits do not apply to applicants appearing before the Board on behalf of their applications.

ACTION ITEMS: All items on the Agenda under the headings "Consent," "County Departments," Ordinances and Public Hearings," "Items of Public Interest," and "Closed Session," or any of them, are items on which the Board may take any action at this meetings.

PUBLIC HEARINGS: All members of the public shall be allowed to address the Board as to any item which is noticed on the Board's agenda as a public hearing. The Board has limited each person or group input to no more than 3 minutes. Any person or group may provide the Board with a written statement in lieu of or in supplement to any oral statement made during a public hearing. Written statements shall be submitted to the Clerk of the Board.

ORDINANCES: Ordinances shall not be passed within five days of their introductions, nor at other than a regular meeting or at an adjourned regular meeting. The Board of Supervisors will address ordinances at first readings. The public is urged to address ordinances at first readings. Passage of ordinances will be held at second readings, after reading the title, further reading is waived and adoption of the ordinance is made by majority vote. An urgency ordinance may be passed immediately upon introduction. The Board reserves the right to amend any proposed ordinances and to hold a first reading in lieu of a second reading.

INFORMATIONAL CORRESPONDENCE: The Board may direct any item of informational correspondence to a department head for appropriate action.

SCHEDULED LUNCH BREAK: Between the hours of 12:00 noon and 1:00 p.m. and at the discretion of the Chair, the Board will recess one hour for lunch.

SPECIAL MEETINGS: No public comment shall be allowed during special meetings of the Board of Supervisors, except for items duly noticed on the agenda.

PUBLIC INFORMATION: Copies of §6.7 shall be posted along with agendas.

End

THIS PAGE INTENTIONALLY LEFT BLANK



Finance and Administration Committee



The County of Yuba



Office of the County Administrator

Robert Bendorf, County Administrator
John Fleming, Economic Development Coordinator
Russ Brown, Communications & Legislative Affairs Coordinator
Grace M Mull, Management Analyst
Teena L. Carlquist, Executive Assistant to the County Administrator
Yuba County Government Center
915 8th Street, Suite 115
Marysville, CA 95901

Phone: (530) 749-7575
Fax: (530) 749-7312
Email: rbendorf@co.yuba.ca.us
jfleming@co.yuba.ca.us
rbrown@co.yuba.ca.us
gmull@co.yuba.ca.us
tcarlquist@co.yuba.ca.us

Date: April 3, 2012
To: Finance & Administration Committee
From: Robert Bendorf, County Administrator
By: Grace Mull, Management Analyst
Re: FY 2012/2013 Consolidated Fee Ordinance

Recommendation

Consider revisions to the Consolidated Fee Ordinance for fiscal year 2012-13.

Background

Departments are tasked to review their fees annually to ensure that fees charged reflect true cost of services. The review process includes adding new fees, deleting obsolete fees, and revising fee titles to accurately describe the fee.

Discussion

The purpose of the Consolidated Fee Ordinance is to allow the public and those doing business with the County to easily access fees associated with various departmental services. The annual revision process provides the Board and the public an opportunity to review and comment on the County's fee structure.

The attached summary displays which fees are proposed to be changed, the amount requested under the new fee, and the reasons for changing the fees. Fee increases reflect the department's full amount of time and costs associated with providing these services, and are meant to be cost covering.

Fiscal Impact

The proposed revisions to the Consolidated Fee Ordinance and associated fee schedules represent each department's estimate of the cost to provide services, or are set by state law. Consequently, fee adjustments, either up or down, are meant to eliminate a subsidy or to ensure there is no revenue in excess of the cost of the services provided from the fees being charged to perform the services.

FY 12/13 Master Fee Schedule - Summary of Changes

Code Section & Department		Name of Fee	Old Fee	New Fee	Reason for Change
13.00.030 Administrative Services	1.1	Bid-Plans/Specs (Project Specific)	Varies by project (\$25.00 & Up)	Delete	Work is now performed on line and/or by soft copy. Department no longer provides hard copies of these documents.
	1.2	Hanger Rates Group 1 - Hangars #1-24 Group 2 - Hangars #25-27 and #29-30 Group 3 - Hangars #32-36 and #38-42 Group 4 - Hangars #44-52 and #60-67 Group 5 - Hangars #53, #54, and #57	Month/Annual \$114.00/\$1,254.00 \$209.00/\$2,299.00 \$165.00/\$1,815.00 \$241.00/\$2,651.00 \$267.00/\$2,937.00	Month/Annual \$118.00 / \$1,298.00 \$216.00 / \$2,376.00 \$171.00 / \$1,881.00 \$249.00 / \$2,739.00 \$276.00 / \$3,036.00	The increases to airport hanger rentals average 3.5%. There were no increases last year. The increase represents CPI for the two year period.
	1.3	Storage Unit Rates Storage Hangar #28 Storage Hangar #37 Storage Hangar #43 Storage Hangar #48 Storage Hangar #59 Storage Hangar #68	Month/Annual \$106.00/\$1,166.00 \$82.00/\$902.00 \$80.00/\$880.00 \$122.00/\$1,342.00 \$114.00/\$1,254.00 \$79.00/\$869.00	Month/Annual \$110.00 / \$1,210.00 \$85.00 / \$935.00 \$83.00 / \$913.00 \$126.00 / \$1,298.00 \$118.00 / \$1,298.00 \$82.00 / \$902.00	Same as above.
	1.4	Late Fee/T-Hangar/Tie Downs/Building/Ground Leases) Unless otherwise noted in agreement, a late charge of \$25.00 per occurrence, plus 1.5% interest on the unpaid balance	\$25.00 each occur	\$39.00 each occur	Same as above.
	1.5	Non-Sufficient Fund Check Fee	\$25.00	\$35.00	Returned Check Fee increased to better reflect actual bank charges.
	1.6	Admin Services Issued Security Cards Security Access Card (New) Security Access Card (Renewal) Security Access Card Lost/Stolen (Replacement)	\$15.00/each \$15.00/each \$15.00/each	\$20.00/each \$20.00/each \$20.00/each	Fee revised to reflect actual cost of issuing security cards.
	1.7	Meeting Room charge for non-County users - evenings and weekend use - after hours / emergency call in; 2 hr min; at rates below (B&G or Custodial)	n/a max per day	\$50.00 / hour \$200	Memorializes potential charges noted in the Admin Policy and Procedures Manual and written instructions provided to meeting room user prior to renting room. The fee represents reimbursement for emergency on-call services to remediate emergency situation caused by the renter after hours.
	1.8	Uniformed Security hourly charge - with 48 hours or more advance notice - with 24 hours notice (but > 8)	charge at actual cost	\$13.44 / hour \$14.99 / hour	Identification of security services hourly rate(s) for after hours meetings.
	1.9	Buildings & Grounds hourly charge - blended rate for chargeback when appropriate - after hours / emergency call in; 2 hour minimum	n/a	\$37.00 / hour	Identification of Buildings & Grounds hourly rate.
	1.10	Custodial Services hourly charge - blended rate for chargeback when appropriate - after hours / emergency call in; 2 hour minimum	n/a	\$30.00 / hour	Identification of Custodial Services hourly rate.
	1.11	Admin Services office hourly rate - blended rate for chargeback when appropriate	n/a	\$34.00 / hour	Identification of Administrative Services hourly rate.

FY 12/13 Master Fee Schedule - Summary of Changes

Code Section & Department		Name of Fee	Old Fee	New Fee	Reason for Change
13.00.036 Assessor	2.1	Computer Fees Reports Processing Fee Mailing Labels Ownership Listing	\$25.00/per job .08/each plus \$25 .06/each plus \$25	\$65.00/per job .08/each plus \$65 .06/each plus \$65	The original \$25.00 fee was set in 1993. Due to increase in personnel and administrative costs, an increase to \$65.00 is requested.
	2.2	Other Fees Reversal of Appraisal for Parent/Child and Grandparent/Grandchild Transfer	\$0.00	\$175 per claim	New, SB 1233 allows counties to charge a processing fee of up to \$175 to recover administrative costs associated with reversal of reassessment work completed due to untimely Certified Claims for Exclusion from Reassessment for certain transfers between parents and children and grandparents and grand-children.
13.00.044 District Attorney	3.1	Discovery Fee - Audio Tape Reproduction Discovery Fee - Video Reproduction Discovery Fee - CD Photo Reproduction Discovery Fee - DVD Video Reproduction	\$7.00 includes tape \$7.00 includes tape \$7.00 includes CD \$7.00 includes DVD	\$15.00 includes tape \$15.00 includes tape \$15.00 includes CD \$15.00 includes DVD	Discovery Fees for preparation of audio and video tapes, and DVD/CD is increased from \$7 each to \$15 each. The increase reflects the DA Investigator time needed to locate, prepare, copy, label, and distribute each item. The proposed fee is consistent with the fee charged by the Board of Supervisors for similar items.
	4.1	Returned Check Fee	\$35.00	\$35.00	Moved location of fee to follow after "Recording Processing Fee"
13.20.100 CDSA General	4.2	Reproduction Fees:		Delete Heading	Clerical - Delete Heading
	4.3	Audio Provided on CD	\$10.00	\$15.00	Clerical - Changed word "Data" to Audio, adjust fee to match BOS.
	4.4	Electronic Data Request (data provided via email, add \$10 to place on CD)	N/A	\$2.00 per attachment	Fee to correspond with current email file request format.
	4.5	GIS/GPU/Zonine Update Fee - Per Land Use Application	\$120.00	Move fee	Moved to section 13.20.300 Planning.
	4.6	Records Search Document Handling Fee Release of Recorded Document Project Advertising Fees	Hourly Rate/ By Division Hourly Rate/ By Division Hourly Rate/ By Division Actual Cost	Delete Delete Delete Delete	Delete Delete Delete Delete
	4.7	Recording Processing Fee	\$50.00	\$52.00	Renamed from "Document Recording Fee". Adjust fee to reflect 1/2 hour of hourly rate.
	4.8	Refund of permit fee shall be allowed if requested within a 12 month period of issuance except fees in Building Code Fee Section 13.20.200 or Planning entitlement once a hearing has been scheduled less any staff time spent at the hourly rate, actual costs for materials and outside services and 3% processing fee.		Delete	Delete reference.
	4.9	For CDSA permits required to correct work performed or operations that occurred subsequent to notification by CDSA of the violation, the permit fees shall be twice the standard rate. Repeat violators or violations shall be three times the standard rate and no prior notification is required.		Add	Added to replace penalty language in 4.13 below.
	4.10	Penalties for Late Payment (annual permits):		Name Change	Clarifies "annual permits".

FY 12/13 Master Fee Schedule - Summary of Changes

Code Section & Department		Name of Fee	Old Fee	New Fee	Reason for Change
13.20.100 CDSA General	4.11	Request for Waiver of Penalties with explanation for request must be presented to the CDSA Director for consideration within 30 days to penalty being assessed. Consideration will be given to amount of penalty and option to allow a structured repayment plan with interest on past due amount assessed at rate of 1.5% per month.		Move	Moved location to have all penalty info together. Previously located under "Administration Fee".
	4.12	Permit applications withdrawn, by the applicant or by staff due to inactivity, will have 30 days for the Applicant to request in writing a refund of the unused portion of the permit fees/deposits, less a 10% processing fee, or they will be forfeited. No refunds will be issued once a project has been set for hearing. Refunds for Building fees shall be per Section 13.20.200.		Add	Added to replace refund language in 4.8 above.
	4.13	All fees are doubled for work performed or operating without a permit, when it occurs.		Delete	Delete reference. New penalty language added in 4.9 above.
	4.14	All work on a project will stop when fees are 31 days past due.		Delete	Delete reference.
	5.1	Concurrent Processing of Planning Applications: Applications for two or more planning entitlements (for example: Tentative Map and Variance) will be charged 100% of the highest application fee plus 50% of each additional application fee when submitted at the same time for a single project site (excluding Design Review Permits, Lot Line Adjustments, Certificates of Compliance and recording fees). Where a permit with a set fee amount is combined with one requiring a deposit (for example Rezone & Parcel Map), the total combined fees are collected and are considered a deposit.		Delete text	Moved to 13.20.300 Planning
	5.2	This is a pilot program and will be evaluated annually.		Delete text	Delete reference.
	5.3	Administration Fee:		Delete text	Delete reference.
	5.4	Cash Deposit - Temporary Use (Chapters 10.20 & 12.105)		\$1,000.00	Clarification/consolidation of existing fees.
	5.5	Cash Deposit - Minor Deferred Improvements		Deposit corresponds w/ value of the improvements \$210.00	Documentation of current process.
	5.6	Deferred Improvement Agreement (single family residential)		\$420.00	New, covers staff time to create recordable document when applicant is deferring required improvements
	5.7	Deferred Improvement Agreement (all other uses)		10% of Deposit	New, covers staff time to create recordable document when applicant is deferring required improvements
	5.8	Refund of Cash Deposit/Bond	3% of Deposit		Change name, increased amount to reflect actual staff costs.
	5.9	Unverified Complaint Response Fee (charged upon 2nd time of unverified complaint from same person)	\$119.00/hour		Moved from 13.20.400 Environmental Health in order to cover all unverified repeat complaints.
	5.10	hourly rate, plus materials, outside services and 10% processing fee.		Add	Clarification, ensure full cost recovery

FY 12/13 Master Fee Schedule - Summary of Changes

Code Section & Department		Name of Fee	Old Fee	New Fee	Reason for Change
5.11	Cont.	All reproduction requests less than \$1 in value may be waived due to processing cost exceeding value of service.		Add	Documents current cost saving practice.
13.20.100	CDSA General				
6.1	13.20.200 Building	Photovoltaic and/or solar system (Residential)	\$201.00	\$201.00	Clarifying that the \$201 is for Residential and non-Residential is at an hourly rate.
6.2		(Non-Residential) Plan Check and Inspection, hourly rate		\$89.00/ Hour	Same as above.
6.3		Investigation Fee	2 x permit fee	Delete	Delete
7.1	13.20.300 Planning	Hearing Publication/Preparation for Hearing	\$250.00	\$350.00	Local publication costs have significantly increased. New fee covers increase cost of newspaper notice, postage, & 1 hr staff time to prepare notice & mailers.
7.2		GIS/GPU/Development Code Fee - Per Land Use Application	\$120.00 \$26/Unit GIS Only	\$120.00 \$26/Unit GIS Only	Moved from 13.20.100 CDSA General
7.3		Appeal of Determinations to Board of Supervisors	\$522.00	\$522.00	Clarification previously stated "Appeal" only.
7.4		Appeal of Planning Director's Determination	\$160.00	Delete	Delete
7.5		Concurrent Processing of Planning Applications: Applications for two or more planning entitlements (for example: Tentative Map and Variance) will be charged 100% of the highest application fee plus 50% of each additional application fee when submitted at the same time for a single project site (excluding Design Review Permits, Lot Line Adjustments, Certificates of Compliance and recording fees). Where a permit with a set fee amount is combined with one requiring a deposit (for example Rezone & Parcel Map), the total combined fees are collected and are considered a deposit		Add	Moved from 13.20.100 CDSA General
7.6		Notice of Exemption or Initial EA submittal	\$150.00	\$150.00	Clarification added "or Initial EA submittal"
7.7		Large Family Day Care CUP Large Family Day Care CUP Appeal to Planning Commission	\$200.00 \$105.00	Delete Delete	Will now be processed under Administrative Permit section. Will now be processed under Administrative Permit section.
7.8		Administrative Permit Additional fee if hearing is required (does not include legal notice) Request for Hearing	\$420.00 \$210.00 \$105.00	\$420.00 \$210.00 \$105.00	These fees were added July 2011 after Interim Zoning was adopted. Same as above. Same as above.
7.9		Land Use Confirmation/Zoning Clearance/ Burn Down Letter/ABC Clearance	\$52.00	Delete	Deleted and re-established by Land Use Confirmation below.
7.10		Land Use Confirmation (+ hourly over 1.5 hrs)		\$158.00 + Hourly	Fee revised to reflect actual staff time.
7.11		ABC Review Fee when Hearing is Required (+ hourly over 5 hrs, doesn't incl. notice fee)	\$470.00	\$525.00 + Hourly	Clarifies that fee does not include legal notice fee. Fee also updated to reflect actual staff time.
7.12		Single Family Residence (Accessory, + hourly over 0.5hrs)	\$52.00 - 1/2 Hr	\$52.00 + Hourly	Clarification adds "+ hourly over 0.5 hrs".
7.13		Agricultural Accessory Structure (+ hourly over 0.5hrs)	\$105.00 Hr Deposit	\$52.00 + Hourly	Clarification adds "Accessory Structure (+ hourly over 0.5 hrs)" and fee reduction based on actual staff time.

FY 12/13 Master Fee Schedule - Summary of Changes

Code Section & Department		Name of Fee	Old Fee	New Fee	Reason for Change
13.20.300 Planning	7.14	Commercial/Commercial Agriculture (includes 1 inspection, + hourly over 5hrs)	\$525.00	\$525.00 + Hourly	Added "+ hourly over 5 hours" to capture larger projects that take longer than 5 hours to plan check or require multiple inspections.
	7.15	Industrial (includes 1 inspection, + hourly over 5hrs)	\$525.00	\$525.00 + Hourly	Added "+ hourly over 5 hours" to capture larger projects that take longer than 5 hours to plan check or require multiple inspections.
	7.16	Commercial/Industrial: Minor (Less than \$5,000 Imprv Value, + hourly over 3hrs)	Delete	\$315.00 + Hourly	Added back in to allow lower fee for smaller projects.
	7.17	Solar/Wind Systems	Delete	\$52.00 + Hourly \$105.00 + Hourly \$525.00 + Hourly	Added to address County Ordinance 1502 New New New
		Residential & Multifamily (per unit, + hourly over 0.5 hrs) Non Residential roof mounted system or agricultural equipment (+ hourly over 1 hr) Non Residential Ground Mounted Systems (+ hourly over 5 hrs)			
13.20.400 Environmental Health	8.1	Special Events - Large more than 3 vendors attendance 500+	\$357.00	\$357.00	Clarification only for language to identify Large Events.
	8.2	Special Events - + billed hourly rate for time spent over base	\$119/per hour	\$119/hour	Format only changed from "per hour" to "hour".
	8.3	Holding Tank (Vault System) 1st Year Holding Tank (Vault System) (after 1st year) Annual Permit	\$632.00	\$632.00 \$238.00	Clarification to identify fee for 1st year. New fee to identify permit fee after 1st year. Previously charged at same rate as 1st year.
	8.4	Individual Experimental Systems (Monitoring for 1st year) Individual Experimental Systems (Monitoring after 1st year)	\$476.00	\$476.00 \$179.00	Clarification to identify fee for 1st year. New fee to identify permit fee after 1st year. Previously charged at same rate as 1st year.
	8.5	Tattooing, Permanent Cosmetics, Body Piercing Annual Inspection Fee	\$218.00	Delete	Deleted and reintroduced by fees noted below.
		Ear piercing Facility/ one-time registration		\$45.00	New State set fees for full Body Art program
		Body Art practitioner/artist		\$119.00	New State set fees for full Body Art program
		Body Art Facility (permanent)		\$238.00	New State set fees for full Body Art program
		Body Art Facility (Temporary)		\$119.00	New State set fees for full Body Art program
		Body Art Event Coordinator Small 3 or Less practitioners		\$119.00	New State set fees for full Body Art program
		Body Art Event Coordinator Large more than 3 practitioners		\$357.00	New State set fees for full Body Art program
		Mobile Body Art Facility		\$119.00	New State set fees for full Body Art program
		Body Art Facility Plan Review Fee (new)		\$297.50	New State set fees for full Body Art program
		Body Art Facility Plan Review Fee (Major remodel)		\$238.00	New State set fees for full Body Art program
		Body Art Facility Plan Review Fee (Minor remodel)		\$119.00	New State set fees for full Body Art program
		Mobile Body Art Facility Plan Review Fee		\$119.00	New State set fees for full Body Art program
	8.6	Unverified Complaint Charged to Complainant @ 2nd Compl	\$119.00/hour	\$119.00/hour	Moved to 13.20.100 CDSA General Fees
	8.7	Hazardous Materials Business Category VI		\$79.00	New Fee for the smallest category of business
	8.8	Hourly Rate	\$119.00 per hour	\$119.00/hour	Format only changed from "per hour" to "hour".
	8.9	Release of Recorded Documents		Delete	Delete
	8.10	Note: All services charged on 1 hour min. and 1/2 hour increments thereafter.		Delete	Delete

FY 12/13 Master Fee Schedule - Summary of Changes

Code Section & Department

Code Section & Department	Code	Name of Fee	Old Fee		New Fee		Reason for Change
			Actual Cost	Delete	Delete	Deleted fee category and re-established by set fees below. **	
13.20.500 Enforcement	9.1	Time & Materials for Abatement					
	9.2	Notice & Order to Abate Public Nuisance		\$1,050.00		** New, created flat rate fee based on current hourly rate and average of 10 hours of staff time.	
	9.3	Cost Accounting Hearing Before Board of Supervisors		\$1,050.00		** New, created flat rate fee based on current hourly rate and average of 10 hours of staff time.	
	9.4	Vehicle Release Authorization		\$210.00		New, based on current hourly rate and 2 hours of time.	
	9.5	Abatement - County Performed (Actual Costs - Includes staff time, materials, outside vendors, any applicable penalties, and a 10% processing fee on entire amount)	Actual Cost	Actual Cost		** New, created to identify the "actual costs" associated with a County performed abatement.	
	9.6	Public Nuisance - Appeal Hearing (Administrative Law Judge) (If County prevails all costs exceeding deposit shall be paid, If appellate prevails, the full deposited amount will be refunded)		\$3,000 Deposit		New, based on current ALJ costs and staff hourly rate.	
	9.7	Relocation Assistance - Appeal Hearing (If County prevails all costs exceeding deposit shall be paid, If appellate prevails, the full deposited amount will be refunded)		\$1,050 Deposit		New, based on current staff time to process hearings.	
	9.8	Vehicle Nuisance Abatement - Appeal Hearing (If County prevails all costs exceeding deposit shall be paid, If appellate prevails, the full deposited amount will be refunded)		\$1,050 Deposit		New, based on current staff time to process hearings.	
	9.9	Vehicle Abatement Post Storage - Appeal Hearing (If County prevails all costs exceeding deposit shall be paid, If appellate prevails, the full deposited amount will be refunded)		\$1,050 Deposit		New, based on current staff time to process hearings.	
	9.10	Administrative Citation - Appeal Hearing (Deposit) (If County prevails all costs exceeding deposit shall be paid, If appellate prevails, the full deposited amount will be refunded)		Amount of Citation		New, based on County Ordinance Code Chapter 7.36.	
	9.11	Recorded Document Preparation (Does not incl. CDSA Recording Processing Fee nor Recorder's fees)		\$105.00		Clarify existing practice based on hourly rate.	
	9.12	Except as otherwise specified, all services in this Chapter which are charged at an hourly rate are 1 hour minimum and charged in quarter hour increments thereafter.		Add		Added new reference for clarification.	
13.20.700 Parks	10.1	Annual Vendor Permit			\$400.00 per year	New per proposed park vendor ordinance (Ch 6.76)	
13.00.054 Library	11.1	Meeting Room Rental (excludes usage by Yuba County Govt.)	\$10 per hour		\$10 per hour	Clarification excluding Yuba County Government users from rental fee.	
13.00.040 Clerk of the Board	12.1	Application for Changed Assessment Processing Fee			\$25.00	A fee of \$25 is proposed for processing applications for changed assessment at the time of filing related to the mandated functions of the Assessment Appeals Board process.	
	12.2	Return Check Fee			\$35.00	NSF charge of \$35.00 based on actual bank charges.	

THIS PAGE INTENTIONALLY LEFT BLANK

ORDINANCE NO. _____

**ORDINANCE REPEALING AND RE-ENACTING CHAPTERS 13.00.030,
13.00.036, 13.00.040, 13.00.044, 13.00.054, 13.20.100, 13.20.200, 13.20.300, 13.20.400,
13.20.500, 13.20.700 OF THE YUBA COUNTY CONSOLIDATED FEE ORDINANCE
CODE**

The following ordinances consisting of three (3) sections, was duly and regularly passed
and adopted by the Board of Supervisors of the County of Yuba, State of California, at a regular
meeting of the Board of Supervisors held on _____ day of _____, 2012,
by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Hal Stocker, Chairman of the Board of
Supervisors of the County of Yuba,
State of California

ATTEST: DONNA STOTTLEMEYER
Clerk of the Board of Supervisors

By: _____

APPROVED AS TO FORM:

By: Pat Garamoke
Angil P. Morris-Jones, County Counsel

THE BOARD OF SUPERVISORS OF THE COUNTY OF YUBA, STATE OF CALIFORNIA DOES ORDAIN AS FOLLOWS:

Section 1. This ordinance shall take effect Sixty (60) days after its passage, and before the expiration of Thirty (30) days after its passage a summary shall be published with the names of the members voting for and against the same, once in a local newspaper of general circulation in the County of Yuba, State of California.

Section 2. Sections 13.00.030, 13.00.036, 13.00.040, 13.00.044, 13.00.054, 13.20.100, 13.20.200, 13.20.300, 13.20.400, 13.20.500, 13.20.700 of the Yuba County Consolidated Fee Ordinance Code are hereby repealed and re-enacted in its entirety to read as reflected in Attachment "A", hereto and by this reference is incorporated herein as though set forth in full.

Section 3. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional and invalid, such decision shall not affect the validity of the remaining portion of this ordinance. The Board of Supervisors hereby declares that it would have passed this ordinance and every section, subsection, sentence, clause or phrase thereof, irrespective of the fact any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional.

Administrative Services - Code Section 13.00.030

NAME OF FEE	FEE FY 12/13
Information Technology	
Services for Data Sets, Programming, Maps, Reports, Copies of Electronic Files, Training, Support	\$65.00/hour (1 hour minimum)
Airport	
Hanger Rates	Month/Annual
Group 1 - Hangars #1-24	\$118.00 / \$1,298.00
Group 2 - Hangars #25-27 and #29-30	\$216.00 / \$2,376.00
Group 3 - Hangars #32-36 and #38-42	\$171.00 / \$1,881.00
Group 4 - Hangars #44-52 and #60-67	\$249.00 / \$2,739.00
Group 5 - Hangars #53, #54, and #57	\$276.00 / \$3,036.00
Storage Unit Rates	Month/Annual
Storage Hangar #28	\$110.00 / \$1,210.00
Storage Hangar #37	\$85.00 / \$935.00
Storage Hangar #43	\$83.00 / \$913.00
Storage Hangar #58	\$126.00 / \$1,298.00
Storage Hangar #59	\$118.00 / \$1,298.00
Storage Hangar #68	\$82.00 / \$902.00
Tie-Down Rates	Day/Month
Single Engine Tie-Down Fees	\$5.00/\$40.00
Light Twin Tie-Down Fees (up to 6,000 lbs)	\$6.00/\$45.00
Multi-Engine Tie-Down Fees (6,000 to 12,000)	\$8.00/\$50.00
Multi-Engine Tie-Down Fees (over 12,000 lbs)	\$10.00/\$55.00
Airport Use Permit/Off Airport Access Permit	Month/Annual
Commercial Use/Off-Field Access Permit	\$125.00/\$1,500.00
Non-Commercial Use/Off-Field Access Permit	\$65.00/\$780.00
T-Hangar Waiting List Application Fee	\$15.00/month
Late Fee(T-Hangar/Tie Downs/Building/Ground Leases)	
Unless otherwise noted in agreement, a late chage of \$25.00 per occurrence, plus 1.5% interest on the unpaid balance	\$39.00 each occur
Non-Sufficient Fund Check Fee	\$35.00

Administrative Services - Code Section 13.00.030

NAME OF FEE	FEE FY 12/13
Administrative Services	
Admin Services issued Security Cards	
Security Access Card (New)	\$20.00/each
Security Access Card (Renewal)	\$20.00/each
Security Access Card Lost/Stolen (Replacement)	\$20.00/each
Meeting Room charge for non-County users	
- evenings and weekend use (\$200.00 max per day)	\$50.00/hour
- after hours / emergency call in; 2 hour min based on hourly rates noted below	
Uniformed Security hourly charge	Charge at actual cost
- with 48 hours or more advance notice	\$13.44 / hour
- with 24 hours notice (but > 8)	\$14.99 / hour
Buildings & Grounds hourly charge	\$37.00 / hour
- blended rate for chargeback when appropriate	
- after hours / emergency call in; 2 hour minimum	
Custodial Services hourly charge	\$30.00 / hour
- blended rate for chargeback when appropriate	
- after hours / emergency call in; 2 hour minimum	
Admin Services office hourly rate	\$34.00 / hour
- blended rate for chargeback when appropriate	

Agricultural Commissioner - Code Section 13.00.032

NAME OF FEE		FEE FY 12/13
Licensed Staff Fee		\$65.00/hour
Information Search of Files & Records		
Files & Records		Direct Cost
Computer Time (1/2 hr minimum)		\$100/hour
Agriculture		
Apiary Registration		\$10.00/State Set Fee
Farm Labor Contractors Registration		\$25.00/State Set Fee
Farmers Market Registration		\$50.00/State Set Fee
PCO Registration		\$25.00/State Set Fee
PCA Registration-Primary		\$10.00/State Set Fee
PCA Registration-Secondary		\$5.00/State Set Fee
Pilot Registration-Primary		\$10.00/State Set Fee
Pilot Registration-Secondary		\$5.00/State Set Fee
Structural Pest Control Registration-Branch 1		\$25.00/State Set Fee
Structural Pest Control Registration-Branch 2 & 3		\$10.00/State Set Fee
Apiary Certification/Inspection/Abatement		\$65.00/hour
Certified Producer Certificate		\$25.00/per cert
Fruit-Nut & Veg. Certification		\$65.00/hour
Phyto Insp. & Certification		\$40 per cert/\$65/hour
Phyto Field Inspection (10 acre minimum charge)		\$7.50 acre/per walk
Quarantine Compliance		\$15.00/per cert
Ag Plan Check/Review		\$65.00/hour
	Table A	
Weights & Measures		
Business Location Fee (other than co-located business)		\$100.00 per location
Device Fee		See Table B
	Table B	
CNG Meters		\$20.00
Fabric/Wire/Cord Meters		\$20.00
Grease/Lube Meters		\$20.00
Liquified Petroleum Gas Meters		\$175.00
Retail Motor Fuel Meters		\$20.00
Retail Meters		\$20.00
Retail Water Meters		\$20.00
Tanks (liquid test)		\$20.00
Taximeters		\$20.00
Vehicle Meters		\$25.00
Wholesale Meter (Mobile)		\$25.00
Wholesale Meter (Stationary)		\$25.00
Misc. Measuring Devices		\$20.00
Computing Scales		\$20.00

Agricultural Commissioner - Code Section 13.00.032

NAME OF FEE		FEE FY 12/13
Counter Scales		\$20.00
Crane Scales (≥2,000 lbs. and <10,000 lbs.)		\$150.00
Dormant/Portable Platform (≥2,000 lbs.)		\$20.00
Dormant/Portable Platform (≥2,000 lbs. and <10,000 lbs.)		\$150.00
Dormant/Portable Platform (≥10,000 lbs.)		\$250.00
Hopper/Tank Scales (≥2,000 lbs. and <10,000 lbs.)		\$150.00
Hopper/Tank Scales (≥10,000 lbs.)		\$250.00
Hanging Scales (≥2,000 lbs.)		\$20.00
Hanging Scales (≥2,000 lbs. and <10,000 lbs.)		\$150.00
Animal Scales (≥2,000 lbs. and <10,000 lbs.)		\$150.00
Livestock Scales (≥10,000 lbs.)		\$150.00
Monorail/Meatbeam Scales (≥2,000 lbs. and <10,000 lbs.)		\$150.00
Prescription/Jewelers Scales		\$20.00
Railway Scales (≥10,000 lbs.)		\$250.00
Vehicle Scales (≥10,000 lbs.)		\$250.00
Misc/Forklift Scales (≥2,000 lbs. and <10,000 lbs.)		\$150.00
Misc/Forklift Scales (≥10,000 lbs.)		\$250.00
Misc. Scales (conveyor belt scales) (≥10,000 lbs.)		\$250.00
Submeters: Utility meters owned by marinas, mobile home parks, recreational vehicle parks & apt. complexes		\$2.00 per device, space, or apt.
Non-Commercial Device Inspection		\$65.00/hour
Heavy Capacity Scale Truck-Non-Commercial/Re-Test	Hour minimum	\$50/hour and \$2 mile

1. For Certified Growers Market and other devices at a non-fixed location, the fee shall be only the annual registration if the device is brought into the office of the Sealer of Weights and Measures for testing, \$20.00 per device.
2. Payment of annual device registration fee shall be due upon receipt of the billing. Payments delinquent sixty (60) or more incur a penalty charge of fifty (50%) of the fee due plus collection fees, if any.

Animal Control - Code Section 13.00.034

NAME OF FEE	FEE FY 12/13
Impound/Redemption Fees*	
Impound Fee - Dog	\$45.00
Daily Board Fee - Dog	\$10.00
Second Impound within One Year - Dog	\$75.00
Third Impound within One Year - Dog	\$110.00
Impound Fee - Vaccinated Cat	\$20.00
Daily Board Fee - Cat	\$8.00
Second Impound within One Year - Cat	\$60.00
Third Impound within One Year - Cat	\$90.00
Impound Fee - Horses, Mules, Bulls, Cows, Oxen or Calves	\$75.00
Impound Fee - Sheep, Lambs, Goats, or Hogs	\$45.00
Impound Fee - Chickens, Rabbits, or Ducks	\$20.00
Daily Board Fee - Livestock	\$15.00
Hauling Fee - Livestock	Hauler's Fee
Impound Fee - Exotic Animals	\$35.00
Daily Board - Exotic Animals	\$10.00
<i>* The above fees are in addition to any state imposed fees.</i>	
Owners Animal-Euthanasia Surrender Fees	
Surrender deceased dog/cat for disposal - Resident	\$10.00
Surrender deceased dog/cat for disposal - Non-Resident	\$20.00
Euthanasia Surrender Fee - Dogs/Cats - Resident	\$35.00
Euthanasia Surrender Fee - Dogs/Cats - Non-Resident	\$50.00
Dog License Fees	
Dog License Fees - Spayed or Neutered - One Year	\$10.00
Dog License Fees - Spayed or Neutered - Two Year	\$16.00
Dog License Fees - Spayed or Neutered - Three Year	\$24.00
Dog License Fees - Not Spayed or Neutered - One Year	\$24.00
Dog License Fees - Not Spayed or Neutered - Two Year	\$48.00
Dog License Fees - Not Spayed or Neutered - Three Year	\$72.00
Senior Citizen 65 yrs old +, 1 dog per household	No Fee
Guide Dogs/Law Enforcement Dogs	No Fee
Penalty for failure to register dog within time period	\$18.00
Replacement Tag/Transfer of Ownership	\$6.00

Animal Control - Code Section 13.00.034

NAME OF FEE	FEE FY 12/13
Adoption Fees	
Four (4) months of age and older - Dogs	\$43.00
Four (4) months of age and older - Cats	\$43.00
<i>Adoption fees are in addition to any required rabies vaccination fees or fees associated with the spaying or neutering of an animal.</i>	
Under four (4) months of age - Puppies	\$10.00
Under four (4) months of age Spay/Neuter Deposit- Puppies	\$40.00
Under four (4) months of age - Kittens	\$8.00
Under four (4) months of age Spay/Neuter Deposit- Kittens	\$40.00
Other animals	Fair Market Value
Hourly Rate	
<i>The County may charge an hourly rate for time spent on incidents beyond the scope of duties or services normally provided.</i>	\$25.00/hour

Assessor - Code Section 13.00.036

[illegible]

Auditor/Controller - Code Section 13.00.038

[illegible]

Clerk of the Board - Code Section 13.00.040

[illegible]

Clerk-Recorder - Code Section 13.00.042

NAME OF FEE	FEE FY 12/13
Recording Fees	
Recording Fee 1st page - 8.5 x11	\$14.00
Each additional page - 8.5 x 11	\$3.00
Combined documents - each title	\$14.00
Recording Penalty - Any page not 8.5 x 11 all pages of document additional	\$3.00
Print Size Penalty	\$1.00
Additional indexing - each additional reference	\$1.00
Additional indexing - more than ten names	\$1.00
Release of lien recorded in error by Gov't Agency (except Federal Gov't)	No Fee
Involuntary Lien Notice (in addition to standard recording fee) - each debtor at different address	\$7.00
Recording full releases of Gov't Agency Liens (State, County & City except Federal Gov't)	\$12.00
Military Discharge	No Fee
Recording Financing Statements (1-2 pgs) - State Sets Fee	\$10.00
Recording Financing Statements (3 or more pgs) - State Sets Fee	\$20.00
Filing & Indexing paper not required by law to be recorded	\$6.00
Survey Monument Fund Fee	\$10.00
Documentary Transfer Tax	.55/per \$500.00
Preliminary 20 Day Notice	\$35.00
Preliminary 20 Day Notice each additional parcel or address	\$20.00
Preliminary Change of Ownership Report not filed at time of recording	\$20.00
Annual Internet Access Fee - Public Records	\$6,000.00
Vital Records Fees	
Certified Copy of Birth Certificate/Certificate of No Record/Info. Copy of Birth = State Sets Fee	Fee Set by State
Certified Copy of Birth Certificate - Public Agency Applicant - State Sets Fee	Fee Set by State
Certified Copy of Certificate of Marriage/Certificate of No Record of Marriage - State Sets Fee	Fee Set by State
Certified Copy of Certificate of Marriage - Pub Agency Appl - State Sets Fee	Fee Set by State
Certified Copy of Death Record/Certificate of No Record/Info. Copy of Death - State Sets Fee	Fee Set by State
Map Fees	
Recording Map Fee - 1st page	\$9.00
Recording Map Fee each additional page	\$2.00

Clerk-Recorder - Code Section 13.00.042

NAME OF FEE	FEE FY 12/13
Marriage Fees	
Issuance of Public Marriage License	\$60.00
Issuance of Confidential Marriage License	\$65.00
Issuance of Duplicate Marriage License	\$20.00
Amendment of Confidential Marriage Record after 1 year	\$20.00
Issuance of Declaration of Marriage	\$60.00
Civil Marriage by Commissioner	\$40.00
Credible Witness Affidavit (each)	\$5.00
Office Witness Fee for Marriage Ceremony	\$20.00
After Hours Marriage License (Request for license after 4:45 p.m.)	\$25.00
Fictitious Business Name Filing Fees	
Fictitious Business Name Statement - 1 Business Name/Registrant	\$30.00
Each additional Fictitious Business at same location	\$5.00
Each additional Registrant operating under same name	\$5.00
Abandonment Statement	\$30.00
Withdrawal from Partnership Statement	\$30.00
Copy of Fictitious Business filings per month	\$10.00
Certified Copy of any statement on file re: fictitious business	\$3.00
Copy & Certification Fees	
Photographic Copy of public record	\$2.00
Each additional page	\$0.50
Photographic map copy - 1st page - 11x17 inches	\$2.50
Each additional map page - 11x17	\$1.00
Photographic map copy - 1st page - 18x26 inches	\$3.00
Each additional map page - 18x26	\$2.00
Certificate under Seal	\$2.50
Certified Copy of Service Discharge	No Fee
Conformed Copy - each (Limit 2)	\$1.00
Map CD	.50 per image/\$15.00 min
CD Recorded Images per month	\$400.00
Federal Lien Search Certificate - 1968 forward	\$10.00
Fax Charge Per Page	\$1.00
Miscellaneous Filing Fees	
Bond Filing (doesn't include recording fee)	\$13.00
Process Server Registration (Includes Bond Filing)	\$117.00
Professional Photocopier Registration (Includes Bond Filing)	\$182.00
(Includes Bond Filing)	\$107.00
(Includes Bond Filing)	\$182.00
Additional Process Server ID Card	\$10.00
Certification of Notary Signature	\$10.00
Certification of Official Capacity or Signature Authorization	\$10.00
Administrative Filing Fee - Environmental - Fee Set by State	Fee Set by State
Environmental Impact Report - Fee Set by State	Fee Set by State

Clerk-Recorder - Code Section 13.00.042

NAME OF FEE	FEE FY 12/13
Negative Declaration - Fee Set by State	Fee Set by State
Election Fees	
Registration of Voter	No Fee
Certified Copy of Voter Registration	\$3.00
Copy of Voter Index, per thousand names	\$2.00+\$5.00setup
Copy of Reports or Stmt's, Political Reform Act per page	\$0.10
Preparing copies of any record per page	\$0.25
Certifying Fee	\$2.50
Searching record or files, per year (Clerk Research)	\$20 hr-1/2 hr min
Copy of voter index on disc/tape	\$100.00
Additional Reports added to Voter Index CD	\$5.00 each
Labels	.05 ea+\$5.00 setup
Absentee Chase - Fax (Includes initial mailing on CD)	\$150.00
Absentee Chase - CD	\$50.00 per CD
Surety Power of Attorney Filings - 1st name	\$12.00
Surety Power of Attorney Filings - each additional name	\$6.00
Humane Officer Filing	\$5.00
Initiative - Notice of Intent to Circulate Petition - Filing Fee (EC 9103)	\$200.00
Candidate Statement	Actual Cost

District Attorney - Code Section 13.00.044

[illegible]

Office of Emergency Services - Code Section 13.00.046

[illegible]

Lien for Unpaid Fees - Code Section 13.20.010

NAME OF FEE	FEE FY 12/13
In the event of the failure of the owner of a development	
project to pay in full a fee or fees payable under Chapter	
13.20, County may place and record a lien upon subject	
property in the amount of the unpaid fees. (Ord. No. 1459a)	

Community Development & Services Agency General Fees - Code Section 13.20.100

NAME OF FEE	FEE FY 12/13
Standard Page Sizes (8-1/2"x11" - 14") B&W	\$0.25/per sheet
Standard Page Sizes (8-1/2"x11" - 14") Color	\$1.00/per sheet
Page Sizes (11"x17") B&W	\$0.50/per sheet
Page Sizes (11"x17") Color	\$2.00/per sheet
Page Sizes (18"x24")	\$5.00/sheet
Page Sizes (24"x36") and larger	\$10.00/sheet
Reproduction Not Done in Office	Actual Cost
Audio Provided on CD	\$15.00
Electronic Data Request (data provided via email, add \$10 to place on CD)	\$2.00 per attachment
County Counsel or Special Counsel Fees	Actual Cost
Recording Processing Fee	\$52.00
(Does not incl. costs to create document nor Recorder's Fees)	
Returned Check Fee	\$35.00
For CDSA permits required to correct work performed or operations that occurred subsequent to notification by CDSA of the violation, the permit fees shall be twice the standard rate. Repeat violators or violations shall be three times the standard rate and no prior notification is required.	
Penalties for Late Payment (annual permits):	
25% if paid 1-30 days past due	
50% if paid 31-60 days past due	
Beyond 60 days, 100% plus enforcement costs.	
For returned checks, due date is date of original payment.	
Request for Waiver of Penalties with explanation for request must be presented to the CDSA Director for consideration within 30 days for penalty being assessed. Consideration will be given to amount of penalty and option to allow a structured repayment plan with interest on past due amount assessed at rate of 1.5% per month.	
Permit applications withdrawn, by the applicant or by staff due to inactivity, will have 30 days for the Applicant to request in writing a refund of the unused portion of the permit fees/deposits, less a 10% processing fee, or they will be forfeited.	
No refunds will be issued once a project has been set for hearing.	
Refunds for Building fees shall be per Section 13.20.200.	

Community Development & Services Agency General Fees - Code Section 13.20.100

NAME OF FEE	FEE FY 12/13
Cash Deposit - Temporary Use (Chapters 10.20 & 12.105)	\$1,000.00
Cash Deposit - Minor Deferred Improvements	Deposit corresponds with value of the improvements
Deferred Improvement Agreement (single family residential)	\$210.00
Deferred Improvement Agreement (all other uses)	\$420.00
Refund of Cash Deposit	10% of Deposit
Unverified Complaint Response Fee	\$119.00/hour
(charged upon 2nd time of unverified complaint from same person)	
All other service requests not specifically indentified in the fee schedule shall be charged at the applicable Division's hourly rate, plus materials, outside services and 10% processing fee.	
All reproduction requests less than \$1 in value may be waived due to processing cost exceeding value of service.	
Enforcement actions resulting in collection/storage of materials or equipment.	Actual Cost

Building - Code Section 13.20.200

NAME OF FEE	Unit	FEE FY 12/13
Miscellaneous Items		
Standard Hourly Rate		\$89.00
New Address Assignment	each parcel	\$45.00
Address Change	each parcel	\$89.00
Antenna		
Cellular/Mobile Phone, free-standing	each	\$402.00
Cellular/Mobile Phone, attached to billing	each	\$268.00
Awning/Canopy (up to 300 sq. ft.)	up to 300 s.f.	\$357.00
Each add'l Awning/Canopy (100 sq. ft.)	each add'l 100 s.f.	\$112.00
Balcony addition (up to 300 sq. ft.)	up to 300 s.f.	\$357.00
add'l Balcony addition (100 sq. ft.)	each add'l 100 s.f.	\$112.00
Carport (up to 300 sq. ft.)	up to 300 s.f.	\$357.00
add'l Carport (100 sq. ft.)	each add'l 100 s.f.	\$112.00
Change of Ownership/Occupancy Permit	each	\$223.00
Change of Contractor/Owner/Applicant on File	each	\$45.00
Close Existing Openings		
Interior Wall	each	\$201.00
Exterior Wall	each	\$246.00
Commercial Coach	each	\$760.00
Copies/Record of Permits	each	\$45.00
Decks (up to 300 sq. ft.)	up to 300 sq ft	\$357.00
Each add'l Deck (100 sq. ft.)	ea add'l 100 sq ft	\$112.00
Demolition	each	\$134.00
Door		
New door (non-structural)	each	\$156.00
New door (structural shear wall/masonry)	each	\$268.00
Dryrot/Termite Repair	each	\$268.00
Miscellaneous Items Cont'd		
Duplicate/Replacement Job Card	each	\$22.00

Building - Code Section 13.20.200

NAME OF FEE	Unit	FEE FY 12/13
Fence or Freestanding Wall (non-masonry)		
> 6 feet in height (up to 100 l.f.)	up to 100 l.f.	\$201.00
Each additional 100 lf	each 100 l.f.	\$67.00
Fireplace		
Masonry	each	\$357.00
Pre-Fabricated/Metal/Factory Made	each	\$179.00
Flagpole (over 20 feet in height)	each	\$201.00
Foundation Repair (up to 50 l.f.)	up to 50 l.f.	\$290.00
Each add'l 50 l.f.	ea add'l 50 l.f.	\$67.00
Grading (residential lots)		
51-100 CY	each	\$134.00
101-1000 CY	each	\$134.00
1001-10,000 CY	each	\$268.00
10,000-100,000 CY	each	\$313.00
over 100,000 CY (each add'l 10,000 CY)	each 10K CY	\$67.00
Garage Conversion (up to 500 sq. ft.)	up to 500 s.f.	\$402.00
Each add'l Garage Conversion (100 sq. ft.)	each add'l 100 s.f.	\$89.00
Lighting Pole/Standard	each	\$223.00
each add'l pole/standard	each	\$67.00
Manufactured Home, Soft Set Permit	each	\$402.00
Manufactured Home/Comm. Coach, Utility Permit	each	\$223.00
Manufactured Homes, Retrofit	each	\$313.00
Moved Building Survey	each	\$223.00
Partition - Commercial, Interior (up to 30 l.f.)	up to 30 l.f.	\$223.00
Additional partition (ea add'l 30 l.f.)	each 30 l.f.	\$67.00
Partition - Residential, Interior (up to 30 l.f.)	up to 30 l.f.	\$156.00
Additional partition (ea add'l 30 l.f.)	each 30 l.f.	\$67.00
Patio Cover/Covered Porch		
Wood frame (up to 300 sq. ft.)	up to 300 s.f.	\$335.00
Metal frame (up to 300 sq. ft.)	up to 300 s.f.	\$313.00
Other frame (up to 300 sq. ft.)	up to 300 s.f.	\$313.00
Each Additional Patio (100 sq. ft.)	each 300 s.f.	\$67.00
Enclosed, wood frame (up to 300 sq. ft.)	up to 300 s.f.	\$380.00
Enclosed, metal frame (up to 300 sq. ft.)	up to 300 s.f.	\$357.00

Building - Code Section 13.20.200

NAME OF FEE	Unit	FEE FY 12/13
Enclosed, other frame (up to 300 sq. ft.)	up to 300 s.f.	\$357.00
Additional enclosed patio (ea add'l 300 sq. ft.)	each 300 s.f.	\$67.00
Photovoltaic and/or solar system (Residential)	each	\$201.00
(Non-Residential) Plan Check and Inspection, hourly rate		\$89.00/ Hour
Pile Foundation		
First 10 Piles	up to 10	\$313.00
Increments of 10	each 10	\$67.00
Predevelopment Plan Review	each	\$201.00
Pre-Inspection (first hour)	each	\$112.00
Pre-Inspection (each add'l hour)	hourly rate	\$89.00
Stucco Applications	up to 40 l.f.	\$201.00
Additional Stucco Application	each 40 l.f.	\$45.00
Reconnect Gas and/or Electrical Service	each 50 l.f.	\$134.00
Retaining Wall (all types)		
(up to 50 lf)	up to 50 l.f.	\$290.00
Each Additional Retaining Wall (50 l.f.)	each 50 l.f.	\$67.00
Remodel - Residential		
Less than 300 s.f.	up to 300 s.f.	\$313.00
Kitchen	up to 300 s.f.	\$402.00
Bath	up to 300 s.f.	\$402.00
Each Additional Remodel (100 sq. ft.)	each 100 s.f.	\$89.00
Re-roof (Shingles only) First 10 Squares	First 10 squ	\$112.00
Additional 10 squares	Each Add'l 10 squ	\$45.00
Re-roof (Sheathing) First 10 Squares	First 10 squ	\$201.00
Additional 10 squares	Each Add'l 10 squ	\$45.00
Roof Structure Replacement	up to 500 s.f.	\$313.00
Additional roof structure replacement	each 100 s.f.	\$67.00
Room Addition - First Story		
Up to 500 s.f.	up to 500 s.f.	\$715.00
Each Additional Room Addition (each 100 s.f.)	each 100 s.f.	\$67.00
Room Addition - Multi-story		
Up to 500 s.f.	up to 500 s.f.	\$849.00
Each Additional Room Addition (each 100 s.f.)	each 100 s.f.	\$67.00

Building - Code Section 13.20.200

NAME OF FEE	Unit	FEE FY 12/13
Sauna - steam	each	\$268.00
Siding		
All Siding up to 40 l.f.	up to 40 l.f.	\$156.00
Additional siding	add'l 40 l.f.	\$45.00
Signs		
Engineered	each	\$268.00
Engineered with Electric	each	\$357.00
Non-Engineered		\$223.00
Non-Engineered with Electric		\$268.00
Each additional sign (all types)		\$67.00
Skylight		
Less than 10 sf	each	\$134.00
Greater than 10 sf of structural	each	\$223.00
Spa or Hot Tub (Pre-fabricated)	each	\$134.00
Stairs - First Flight	first flight	\$201.00
Each additional flight	per flight	\$67.00
Storage Racks		
0-8' high (up to 100 lf)	first 100 lf	\$223.00
Each additional 100 lf	each 100 lf	\$112.00
over 8' high (up to 100 lf)	first 100 lf	\$313.00
Each additional 100 lf	each 100 lf	\$112.00
Storage Shed - Residential (over 120 s.f. - 500 s.f.)		\$313.00
Swimming Pool/Spa		
Vinyl-lined (up to 800 s.f.)	each	\$313.00
Fiberglass	each	\$402.00
Gunite (up to 800 s.f.)	each	\$492.00
Each Additional pool (over 800 s.f.)	each 100 s.f.	\$67.00
Public pool (up to 800 sf)	each	\$536.00
Public pool (over 800 sf)	each	\$715.00
Tanks		
Above Ground	each	\$357.00
Below Ground	each	\$447.00
Temporary Construction Trailer	each	\$268.00
Temporary Sales Trailer	each	\$492.00
Temporary Travel Trailer	each	\$268.00
Temporary Model Home Sales Office	each	\$357.00
Temporary Model Home Sales Office w/Restroom	each	\$492.00

Building - Code Section 13.20.200

NAME OF FEE	Unit	FEE FY 12/13
Window or Sliding Glass Door		
Replacement/Retrofit (First 5)	First 5	\$179.00
Each additional after 5 Windows	each add'l	\$16.00
New Window (non structural) (First 5)	First 5	\$201.00
Each additional after 5 Windows	each add'l	\$16.00
New Window (structural shear wall/masonry)	First 5	\$313.00
Each additional after 5 Windows	each add'l	\$16.00
Alternate Methods & Materials Review	First Review	\$268.00
Each additional review	hourly	\$89.00
Disabled Access Compliance Inspection	each	\$156.00
Supplemental Plan Check Fee (per hour)	Per Hour	\$112.00
Re-Insection Fee (per hour)	Per Hour	\$112.00
Fire-Specific Items		
Fire Permit Handling Fee	Each	\$89.00
Fire Sprinkler Structural Review	Each	\$201.00
After Hours Call-Out (Scheduled) Min. 2 hrs	per hour	\$179.00
Fire Mitigation Study Fees		Per Resolution
Building Division: General Fees		
Hourly Rate** - New Construction Building, Plan Check, Inspections and Special Inspections when no permit is required.		\$93.00 per hour
Plumbing, Electrical, Mechanical & Miscellaneous:		\$89.00 per hour
- Inspections Outside Normal Hours - 2 Hr. Min.		
- Reinspection Fees assessed under provisions of Section 108.8		
- Inspection for which no fee is specified - 1/2 Hr. Min.		
- Additional Plan review required by changes, additions, revisions - 1/2 hour min.*		
- Plan resubmissions without specified corrections charged on a per hour basis.*		
- Mobile Home Installation without permit penalty		\$750.00
* Expiration of Plan Review. Applications for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the Building		

Building - Code Section 13.20.200

NAME OF FEE	Unit	FEE FY 12/13
Official. The Building Official may extend the time for action by the applicant for a period not exceeding 180 days on request by the applicant showing "circumstances beyond the control of the applicant" have prevented action from being taken. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.		
** Or the total hourly costs to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.		
Duplicate Job Cards		\$10.00
Mailed or Faxed copies of file information	See Community Development General Fees	
Document Archival Fee (applied to all Building Permits)	See Community Development General Fees	
FEE REFUNDS: (Per section 107.6 CBC 2001): The Building Official may authorize refunding of any fee paid here under which was erroneously paid or collected. The Building Official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under the permit issued in accordance with this code.		
The Building Official may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done.		
The Building Official shall not authorize refunding of any fee paid except on written application filed by the original permittee days after not later than 180 the date of fee payment.		

Building - Code Section 13.20.200

Consolidated Schedule of Actual Cost of Services P/C & Insp Combined (All Construction Types)

Occ. Class	UBC/IBC/ICC Occupancy Type	Project Size Threshold	Construction Types: I FR, II FR		Construction Types: II 1-HR, III 1-HR, V 1-HR		Construction Types: II N, III N, IV, V, N	
			Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*
A-1	Assembly Group - Theaters	2,000	\$4,564	\$5.29	\$3,803	\$4.41	\$3,043	\$3.53
		10,000	\$4,987	\$19.85	\$4,156	\$16.54	\$3,325	\$13.23
		20,000	\$6,972	\$7.84	\$5,810	\$6.53	\$4,648	\$5.23
		40,000	\$8,540	\$4.58	\$7,116	\$3.82	\$5,694	\$3.06
		100,000	\$11,290	\$4.21	\$9,408	\$3.51	\$7,527	\$2.81
		200,000	\$15,500	\$7.75	\$12,916	\$6.46	\$10,334	\$5.17
A-2	Church	1,000	\$5,559	\$13.01	\$4,632	\$10.85	\$3,706	\$8.68
		5,000	\$6,079	\$48.55	\$5,066	\$40.46	\$4,053	\$32.37
		10,000	\$8,507	\$18.83	\$7,089	\$15.69	\$5,671	\$12.55
		20,000	\$10,390	\$16.72	\$8,658	\$13.93	\$6,926	\$11.14
		40,000	\$13,733	\$12.73	\$11,444	\$10.61	\$9,155	\$8.49
		80,000	\$18,826	\$23.53	\$15,688	\$19.61	\$12,550	\$15.69
A-2.1	Auditorium	5,000	\$7,888	\$3.40	\$6,573	\$2.84	\$5,258	\$2.27
		25,000	\$8,568	\$13.42	\$7,140	\$11.18	\$5,712	\$8.94
		50,000	\$11,922	\$5.92	\$9,935	\$4.93	\$7,948	\$3.94
		100,000	\$14,880	\$3.24	\$12,400	\$2.70	\$9,920	\$2.16
		250,000	\$19,740	\$2.98	\$16,450	\$2.48	\$13,160	\$1.98
		500,000	\$27,180	\$5.44	\$22,650	\$4.53	\$18,120	\$3.62
A-2.1	Restaurant	1,000	\$6,029	\$14.20	\$5,024	\$11.83	\$4,019	\$9.47
		5,000	\$6,597	\$52.74	\$5,498	\$43.95	\$4,398	\$35.16
		10,000	\$9,234	\$20.29	\$7,695	\$16.91	\$6,156	\$13.53
		20,000	\$11,263	\$12.08	\$9,386	\$10.06	\$7,509	\$8.05
		50,000	\$14,886	\$11.00	\$12,405	\$9.17	\$9,924	\$7.34
		100,000	\$20,388	\$20.39	\$16,990	\$16.99	\$13,592	\$13.59
A-3	Small Assembly Building	200	\$4,345	\$48.99	\$3,621	\$40.83	\$2,897	\$32.66
		1,000	\$4,737	\$187.35	\$3,948	\$156.13	\$3,158	\$124.90
		2,000	\$6,611	\$77.24	\$5,509	\$64.36	\$4,407	\$51.49
		4,000	\$8,155	\$44.03	\$6,796	\$36.69	\$5,437	\$29.35
		10,000	\$10,797	\$40.38	\$8,998	\$33.65	\$7,198	\$26.92
		20,000	\$14,835	\$74.18	\$12,363	\$61.81	\$9,890	\$49.45
A-4	Assembly Group - Stadium	5,000	\$12,938	\$6.19	\$10,781	\$5.16	\$8,625	\$4.13
		25,000	\$14,175	\$22.77	\$11,813	\$18.98	\$9,450	\$15.18
		50,000	\$19,868	\$8.50	\$16,556	\$7.09	\$13,245	\$5.67
		100,000	\$24,120	\$5.17	\$20,100	\$4.31	\$16,080	\$3.45
		250,000	\$31,875	\$4.68	\$26,563	\$3.90	\$21,250	\$3.12
		500,000	\$43,575	\$8.72	\$36,313	\$7.26	\$29,050	\$5.81
A	All A - TI	500	\$2,099	\$8.85	\$1,749	\$7.38	\$1,399	\$5.90
		2,500	\$2,276	\$35.44	\$1,897	\$29.53	\$1,517	\$23.62
		5,000	\$3,162	\$16.10	\$2,635	\$13.42	\$2,108	\$10.74
		10,000	\$3,967	\$8.65	\$3,306	\$7.21	\$2,645	\$5.77
		25,000	\$5,265	\$8.00	\$4,388	\$6.67	\$3,510	\$5.34
		50,000	\$7,266	\$14.53	\$6,055	\$12.11	\$4,844	\$9.69
B	Medical Offices - Complete	1,000	\$6,508	\$15.68	\$5,423	\$13.06	\$4,339	\$10.45
		5,000	\$7,135	\$57.38	\$5,946	\$47.81	\$4,757	\$38.25
		10,000	\$10,004	\$21.23	\$8,336	\$17.69	\$6,669	\$14.15
		20,000	\$12,126	\$12.96	\$10,105	\$10.80	\$8,084	\$8.64
		50,000	\$16,013	\$11.78	\$13,344	\$9.81	\$10,675	\$7.85
		100,000	\$21,900	\$21.90	\$18,250	\$18.25	\$14,600	\$14.60
B	Offices, etc. - TI	500	\$3,599	\$15.84	\$3,000	\$13.20	\$2,400	\$10.56
		2,500	\$3,916	\$61.61	\$3,263	\$51.34	\$2,611	\$41.07
		5,000	\$5,456	\$26.33	\$4,547	\$21.94	\$3,638	\$17.55
		10,000	\$6,773	\$14.68	\$5,644	\$12.23	\$4,515	\$9.78
		25,000	\$8,974	\$13.52	\$7,478	\$11.26	\$5,983	\$9.01
		50,000	\$12,353	\$24.71	\$10,294	\$20.59	\$8,235	\$16.47

Building - Code Section 13.20.200

Consolidated Schedule of Actual Cost of Services P/C & Insp Combined (All Construction Types)

Occ. Class	UBC/IBC/ICC Occupancy Type	Project Size Threshold	Construction Types: I FR, II FR		Construction Types: II 1-HR, III 1-HR, V 1-HR		Construction Types: II N, III N, IV, V, N	
			Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*
B	Office, etc. - Complete	1,000	\$5,666	\$13.99	\$4,722	\$11.66	\$3,777	\$9.33
		5,000	\$6,226	\$50.36	\$5,188	\$41.96	\$4,151	\$33.57
		10,000	\$8,744	\$17.84	\$7,286	\$14.86	\$5,829	\$11.89
		20,000	\$10,527	\$11.19	\$8,773	\$9.32	\$7,018	\$7.46
		50,000	\$13,883	\$10.16	\$11,569	\$8.46	\$9,255	\$6.77
		100,000	\$18,960	\$18.96	\$15,800	\$15.80	\$12,640	\$12.64
E	Educational Building - Complete	2,000	\$9,069	\$9.81	\$7,558	\$8.17	\$6,046	\$6.54
		10,000	\$9,854	\$38.57	\$8,211	\$32.14	\$6,569	\$25.71
	K-12, Private	20,000	\$13,710	\$16.92	\$11,425	\$14.10	\$9,140	\$11.28
	Daycare included elsewhere.	40,000	\$17,094	\$9.29	\$14,245	\$7.74	\$11,396	\$6.19
		100,000	\$22,665	\$8.57	\$18,888	\$7.14	\$15,110	\$5.71
		200,000	\$31,230	\$15.62	\$26,025	\$13.01	\$20,820	\$10.41
E-3	Day Care Facility - Complete	1,000	\$7,047	\$15.72	\$5,872	\$13.10	\$4,698	\$10.48
		5,000	\$7,676	\$60.54	\$6,396	\$50.45	\$5,117	\$40.36
		10,000	\$10,703	\$25.40	\$8,919	\$21.16	\$7,135	\$16.93
	Custodial care on less than 24 hour basis of any age.	20,000	\$13,242	\$14.31	\$11,035	\$11.93	\$8,828	\$9.54
		50,000	\$17,535	\$13.17	\$14,613	\$10.98	\$11,690	\$8.78
		100,000	\$24,120	\$24.12	\$20,100	\$20.10	\$16,080	\$16.08
E-3	All Educational Facilities - TI	500	\$2,789	\$11.67	\$2,325	\$9.73	\$1,860	\$7.78
		2,500	\$3,023	\$46.97	\$2,519	\$39.14	\$2,015	\$31.31
		5,000	\$4,197	\$21.57	\$3,498	\$17.98	\$2,798	\$14.38
		10,000	\$5,276	\$11.53	\$4,396	\$9.61	\$3,517	\$7.69
		25,000	\$7,005	\$10.68	\$5,838	\$8.90	\$4,670	\$7.12
		50,000	\$9,675	\$19.35	\$8,063	\$16.13	\$6,450	\$12.90
F-1	Industrial Building - Complete	5,000	\$10,453	\$5.07	\$8,711	\$4.23	\$6,969	\$3.38
F-2		25,000	\$11,468	\$18.48	\$9,556	\$15.40	\$7,645	\$12.32
		50,000	\$16,088	\$6.74	\$13,406	\$5.61	\$10,725	\$4.49
		100,000	\$19,455	\$4.16	\$16,213	\$3.46	\$12,970	\$2.77
		250,000	\$25,688	\$3.77	\$21,406	\$3.14	\$17,125	\$2.51
		500,000	\$35,100	\$7.02	\$29,250	\$5.85	\$23,400	\$4.68
F-1	Warehouse	5,000	\$9,603	\$4.77	\$8,003	\$3.97	\$6,402	\$3.18
F-2		25,000	\$10,556	\$17.09	\$8,797	\$14.24	\$7,038	\$11.39
		50,000	\$14,828	\$6.02	\$12,356	\$5.01	\$9,885	\$4.01
		100,000	\$17,835	\$3.79	\$14,863	\$3.15	\$11,890	\$2.52
		250,000	\$23,513	\$3.44	\$19,594	\$2.86	\$15,675	\$2.29
		500,000	\$32,100	\$6.42	\$26,750	\$5.35	\$21,400	\$4.28
F	All F Occupancy TI	1,000	\$3,658	\$7.87	\$3,048	\$6.56	\$2,439	\$5.24
		5,000	\$3,973	\$31.07	\$3,311	\$25.89	\$2,649	\$20.71
		10,000	\$5,526	\$13.74	\$4,605	\$11.45	\$3,684	\$9.16
		20,000	\$6,900	\$7.50	\$5,750	\$6.25	\$4,600	\$5.00
		50,000	\$9,150	\$6.93	\$7,625	\$5.78	\$6,100	\$4.62
		100,000	\$12,615	\$12.62	\$10,513	\$10.51	\$8,410	\$8.41
H-1	High Hazard	1,000	\$5,700	\$12.42	\$4,750	\$10.35	\$3,800	\$8.28
		5,000	\$6,197	\$48.60	\$5,164	\$40.50	\$4,132	\$32.40
		10,000	\$8,627	\$21.11	\$7,189	\$17.59	\$5,752	\$14.07
		20,000	\$10,738	\$11.66	\$8,948	\$9.71	\$7,159	\$7.77
		50,000	\$14,235	\$10.75	\$11,862	\$8.96	\$9,490	\$7.17
		100,000	\$19,610	\$19.61	\$16,341	\$16.34	\$13,074	\$13.07
H-2	Moderate Hazard &	1,000	\$7,413	\$16.56	\$6,177	\$13.80	\$4,942	\$11.04
H-3	Repair Garages	5,000	\$8,075	\$63.74	\$6,729	\$53.11	\$5,384	\$42.49
H-4		10,000	\$11,262	\$26.64	\$9,385	\$22.20	\$7,508	\$17.76
		20,000	\$13,926	\$15.06	\$11,605	\$12.55	\$9,284	\$10.04
		50,000	\$18,443	\$13.85	\$15,369	\$11.54	\$12,295	\$9.23
		100,000	\$25,365	\$25.37	\$21,138	\$21.14	\$16,910	\$16.91

Building - Code Section 13.20.200

Consolidated Schedule of Actual Cost of Services P/C & Insp Combined (All Construction Types)

Occ. Class	UBC/IBC/ICC Occupancy Type	Project Size Threshold	Construction Types: I FR, II FR		Construction Types: II 1-HR, III 1-HR, V 1-HR		Construction Types: II N, III N, IV, V, N	
			Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*
H-5	Aircraft Hangar	5,000	\$10,657	\$4.15	\$8,881	\$3.46	\$7,105	\$2.77
		25,000	\$11,486	\$17.57	\$9,572	\$14.64	\$7,658	\$11.71
		50,000	\$15,878	\$8.84	\$13,231	\$7.36	\$10,585	\$5.89
		100,000	\$20,295	\$4.47	\$16,913	\$3.73	\$13,530	\$2.98
		250,000	\$27,000	\$4.17	\$22,500	\$3.48	\$18,000	\$2.78
		500,000	\$37,425	\$7.49	\$31,188	\$6.24	\$24,950	\$4.99
H-6	Semiconductor Fabrication	5,000	\$13,315	\$5.44	\$11,096	\$4.54	\$8,877	\$3.63
H-7	Health Hazard	25,000	\$14,404	\$22.28	\$12,003	\$18.56	\$9,603	\$14.85
		50,000	\$19,973	\$10.55	\$16,644	\$8.79	\$13,315	\$7.03
		100,000	\$25,245	\$5.52	\$21,038	\$4.60	\$16,830	\$3.68
		250,000	\$33,525	\$5.13	\$27,938	\$4.28	\$22,350	\$3.42
		500,000	\$46,350	\$9.27	\$38,625	\$7.73	\$30,900	\$6.18
H-1	Hazardous TI - H-1 through H-5	1,000	\$4,485	\$8.37	\$3,738	\$6.98	\$2,990	\$5.58
H-2		5,000	\$4,820	\$36.50	\$4,017	\$30.41	\$3,214	\$24.33
H-3		10,000	\$6,645	\$19.29	\$5,538	\$16.08	\$4,430	\$12.86
H-4		20,000	\$8,574	\$9.50	\$7,145	\$7.91	\$5,716	\$6.33
H-5		50,000	\$11,423	\$8.90	\$9,519	\$7.41	\$7,615	\$5.93
		100,000	\$15,870	\$15.87	\$13,225	\$13.23	\$10,580	\$10.58
H-6	Hazardous TI - H-6 and H-7	1,000	\$4,181	\$8.11	\$3,484	\$6.76	\$2,787	\$5.41
H-7		5,000	\$4,505	\$34.43	\$3,754	\$28.69	\$3,004	\$22.95
		10,000	\$6,227	\$17.39	\$5,189	\$14.49	\$4,151	\$11.59
		20,000	\$7,965	\$8.78	\$6,638	\$7.31	\$5,310	\$5.85
		50,000	\$10,598	\$8.21	\$8,831	\$6.84	\$7,065	\$5.47
		100,000	\$14,700	\$14.70	\$12,250	\$12.25	\$9,800	\$9.80
M	Retail Sales - Complete	1,000	\$21,465	\$56.76	\$17,887	\$47.30	\$14,310	\$37.84
		5,000	\$23,735	\$195.44	\$19,779	\$162.86	\$15,824	\$130.29
		10,000	\$33,507	\$60.45	\$27,923	\$50.38	\$22,338	\$40.30
		20,000	\$39,552	\$41.51	\$32,960	\$34.59	\$26,368	\$27.67
		50,000	\$52,005	\$37.20	\$43,338	\$31.00	\$34,670	\$24.80
		100,000	\$70,605	\$70.61	\$58,838	\$58.84	\$47,070	\$47.07
M	Retail Sales - TI	1,000	\$4,123	\$9.18	\$3,436	\$7.65	\$2,749	\$6.12
		5,000	\$4,490	\$35.42	\$3,742	\$29.51	\$2,994	\$23.61
		10,000	\$6,261	\$14.88	\$5,218	\$12.40	\$4,174	\$9.92
		20,000	\$7,749	\$8.40	\$6,458	\$7.00	\$5,166	\$5.60
		50,000	\$10,268	\$7.70	\$8,556	\$6.41	\$6,845	\$5.13
		100,000	\$14,115	\$14.12	\$11,763	\$11.76	\$9,410	\$9.41
R-1	Hotel Low/Mid Rise - Complete	10,000	\$31,505	\$8.54	\$26,254	\$7.12	\$21,003	\$5.69
		50,000	\$34,920	\$28.92	\$29,100	\$24.10	\$23,280	\$19.28
	Hotel and motel low-rise structure of less than 5 floors.	100,000	\$49,380	\$8.49	\$41,150	\$7.07	\$32,920	\$5.66
		200,000	\$57,870	\$6.04	\$48,225	\$5.03	\$38,580	\$4.02
		500,000	\$75,975	\$5.42	\$63,313	\$4.51	\$50,650	\$3.61
		1,000,000	\$103,050	\$10.31	\$85,875	\$8.59	\$68,700	\$6.87
R-1	Hotel Low/Mid Rise - TI	1,000	\$4,615	\$10.84	\$3,846	\$9.03	\$3,077	\$7.23
		5,000	\$5,049	\$40.32	\$4,208	\$33.60	\$3,366	\$26.88
	Hotel and motel low-rise structure of less than 5 floors.	10,000	\$7,065	\$15.60	\$5,888	\$13.00	\$4,710	\$10.40
		20,000	\$8,625	\$9.25	\$7,188	\$7.71	\$5,750	\$6.17
		50,000	\$11,400	\$8.43	\$9,500	\$7.03	\$7,600	\$5.62
		100,000	\$15,615	\$15.62	\$13,013	\$13.01	\$10,410	\$10.41
R-1	Hotel High Rise - Complete	20,000	\$40,792	\$5.72	\$33,992	\$4.77	\$27,196	\$3.82
		100,000	\$45,370	\$18.99	\$37,807	\$15.82	\$30,248	\$12.66
	Hotel and motel mid/high-rise structure of 5 floors or more.	200,000	\$64,360	\$5.10	\$53,631	\$4.25	\$42,909	\$3.40
		400,000	\$74,560	\$3.87	\$62,131	\$3.23	\$49,709	\$2.58
		1,000,000	\$97,800	\$3.42	\$81,497	\$2.85	\$65,203	\$2.28
		2,000,000	\$132,000	\$6.60	\$109,996	\$5.50	\$88,004	\$4.40

Building - Code Section 13.20.200

Consolidated Schedule of Actual Cost of Services P/C & Insp Combined (All Construction Types)

Occ. Class	UBC/IBC/ICC Occupancy Type	Project Size Threshold	Construction Types: I FR, II FR		Construction Types: II 1-HR, III 1-HR, V 1-HR		Construction Types: II N, III N, IV, V, N	
			Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*
R-1	Hotel High Rise - TI	5,000	\$3,951	\$1.84	\$3,292	\$1.53	\$2,634	\$1.22
		25,000	\$4,318	\$6.89	\$3,598	\$5.74	\$2,878	\$4.59
		50,000	\$6,040	\$2.70	\$5,033	\$2.25	\$4,027	\$1.80
		100,000	\$7,390	\$1.59	\$6,158	\$1.32	\$4,927	\$1.06
		250,000	\$9,775	\$1.45	\$8,146	\$1.21	\$6,517	\$0.97
		500,000	\$13,400	\$2.68	\$11,166	\$2.23	\$8,934	\$1.79
R-1	Apartment Building/Condo - Model/Standard Plan	5,000	\$21,934	\$11.94	\$18,278	\$9.95	\$14,623	\$7.96
		25,000	\$24,323	\$40.38	\$20,269	\$33.65	\$16,215	\$26.92
		50,000	\$34,418	\$11.69	\$28,681	\$9.74	\$22,945	\$7.79
		100,000	\$40,260	\$8.41	\$33,550	\$7.01	\$26,840	\$5.61
		250,000	\$52,875	\$7.50	\$44,063	\$6.25	\$35,250	\$5.00
		500,000	\$71,625	\$14.33	\$59,688	\$11.94	\$47,750	\$9.55
R-1	Apartment Building/Condo - Production Phase	5,000	\$16,660	\$10.86	\$13,883	\$9.05	\$11,107	\$7.24
		25,000	\$18,833	\$32.88	\$15,694	\$27.40	\$12,555	\$21.92
		50,000	\$27,053	\$5.48	\$22,544	\$4.56	\$18,035	\$3.65
		100,000	\$29,790	\$5.97	\$24,825	\$4.97	\$19,860	\$3.98
		250,000	\$38,738	\$5.12	\$32,281	\$4.26	\$25,825	\$3.41
		500,000	\$51,525	\$10.31	\$42,938	\$8.59	\$34,350	\$6.87
R-1	Condominium/Apt. - TI	500	\$3,167	\$14.46	\$2,639	\$12.05	\$2,111	\$9.64
		2,500	\$3,456	\$54.84	\$2,880	\$45.70	\$2,304	\$36.56
		5,000	\$4,827	\$22.17	\$4,023	\$18.48	\$3,218	\$14.78
		10,000	\$5,936	\$12.81	\$4,946	\$10.67	\$3,957	\$8.54
		25,000	\$7,856	\$11.72	\$6,547	\$9.76	\$5,238	\$7.81
		50,000	\$10,785	\$21.57	\$8,988	\$17.98	\$7,190	\$14.38
R-3	Custom/Model	1,000	n.a	n.a	n.a	n.a	\$3,451	\$32.64
		2,000	n.a	n.a	n.a	n.a	\$3,777	\$83.96
		3,000	n.a	n.a	n.a	n.a	\$4,617	\$69.94
		4,000	n.a	n.a	n.a	n.a	\$5,316	\$76.96
		5,000	n.a	n.a	n.a	n.a	\$6,086	\$54.10
		10,000	n.a	n.a	n.a	n.a	\$8,791	\$87.91
R-3	Production Phase	1,000	n.a	n.a	n.a	n.a	\$2,343	\$18.66
		2,000	n.a	n.a	n.a	n.a	\$2,530	\$60.62
		3,000	n.a	n.a	n.a	n.a	\$3,136	\$55.98
		4,000	n.a	n.a	n.a	n.a	\$3,696	\$18.65
		5,000	n.a	n.a	n.a	n.a	\$3,883	\$32.65
		10,000	n.a	n.a	n.a	n.a	\$5,515	\$55.15
R-3	Alternate Materials	1,000	n.a	n.a	n.a	n.a	\$3,614	\$41.98
		2,000	n.a	n.a	n.a	n.a	\$4,034	\$104.92
		3,000	n.a	n.a	n.a	n.a	\$5,083	\$81.60
		4,000	n.a	n.a	n.a	n.a	\$5,899	\$72.28
		5,000	n.a	n.a	n.a	n.a	\$6,622	\$55.04
		10,000	n.a	n.a	n.a	n.a	\$9,374	\$93.74
R-3	Manufactured Home - Complete	500	\$1,704	\$33.19	\$1,420	\$27.66	\$1,136	\$22.13
		1,000	\$1,870	\$150.71	\$1,558	\$125.59	\$1,247	\$100.47
		1,500	\$2,623	\$109.55	\$2,186	\$91.29	\$1,749	\$73.03
		2,000	\$3,171	\$202.80	\$2,643	\$169.00	\$2,114	\$135.20
		2,500	\$4,185	\$306.90	\$3,488	\$255.75	\$2,790	\$204.60
		3,000	\$5,720	\$190.65	\$4,766	\$158.88	\$3,813	\$127.10
R-3	Factory Built Dwelling -Complete	1,000	\$3,549	\$38.37	\$2,957	\$31.98	\$2,366	\$25.58
		2,000	\$3,932	\$162.87	\$3,277	\$135.73	\$2,622	\$108.58
		3,000	\$5,561	\$95.91	\$4,634	\$79.93	\$3,707	\$63.94
		4,000	\$6,520	\$204.33	\$5,434	\$170.28	\$4,347	\$136.22
		5,000	\$8,564	\$60.84	\$7,136	\$50.70	\$5,709	\$40.56
		10,000	\$11,606	\$116.06	\$9,671	\$96.71	\$7,737	\$77.37

Building - Code Section 13.20.200
**Consolidated Schedule of Actual Cost of Services
P/C & Insp Combined (All Construction Types)**

Occ. Class	UBC/IBC/ICC Occupancy Type	Project Size Threshold	Construction Types: I FR, II FR		Construction Types: II 1-HR, III 1-HR, V 1-HR		Construction Types: II N, III N, IV, V, N	
			Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*
R-2.2.1	Residential Care Facility	250	\$3,790	\$37.41	\$3,158	\$31.18	\$2,527	\$24.94
	Ambulatory 6 or less	1,250	\$4,164	\$134.71	\$3,470	\$112.26	\$2,776	\$89.81
		2,500	\$5,848	\$47.77	\$4,873	\$39.81	\$3,899	\$31.85
		5,000	\$7,042	\$29.94	\$5,869	\$24.95	\$4,695	\$19.96
		12,500	\$9,288	\$27.14	\$7,740	\$22.62	\$6,192	\$18.10
		25,000	\$12,681	\$50.72	\$10,568	\$42.27	\$8,454	\$33.82
R-2.1	Residential Care Facility	1,000	\$6,922	\$16.33	\$5,768	\$13.61	\$4,614	\$10.89
	Ambulatory > 6	5,000	\$7,575	\$60.59	\$6,313	\$50.49	\$5,050	\$40.39
		10,000	\$10,604	\$23.22	\$8,837	\$19.35	\$7,070	\$15.48
		20,000	\$12,926	\$13.85	\$10,772	\$11.54	\$8,618	\$9.23
		50,000	\$17,082	\$12.64	\$14,235	\$10.53	\$11,388	\$8.42
		100,000	\$23,400	\$23.40	\$19,500	\$19.50	\$15,600	\$15.60
R-2.1.1	Residential Care Facility	250	\$3,790	\$37.41	\$3,158	\$31.18	\$2,527	\$24.94
R-2.3.1	Non-Ambulatory 6 or less	1,250	\$4,164	\$134.71	\$3,470	\$112.26	\$2,776	\$89.81
		2,500	\$5,848	\$47.77	\$4,873	\$39.81	\$3,899	\$31.85
		5,000	\$7,042	\$29.94	\$5,869	\$24.95	\$4,695	\$19.96
		12,500	\$9,288	\$27.14	\$7,740	\$22.62	\$6,192	\$18.10
		25,000	\$12,681	\$50.72	\$10,568	\$42.27	\$8,454	\$33.82
R-2.1	Residential Care Facility	1,000	\$6,922	\$16.33	\$5,768	\$13.61	\$4,614	\$10.89
R-2.3	Non-Ambulatory > 6	5,000	\$7,575	\$60.59	\$6,313	\$50.49	\$5,050	\$40.39
		10,000	\$10,604	\$23.22	\$8,837	\$19.35	\$7,070	\$15.48
		20,000	\$12,926	\$13.85	\$10,772	\$11.54	\$8,618	\$9.23
		50,000	\$17,082	\$12.64	\$14,235	\$10.53	\$11,388	\$8.42
		100,000	\$23,400	\$23.40	\$19,500	\$19.50	\$15,600	\$15.60
S-1/S-2	Low/Mod Storage	1,000	\$13,898	\$31.16	\$11,582	\$25.97	\$9,266	\$20.78
		5,000	\$15,145	\$119.63	\$12,621	\$99.69	\$10,097	\$79.75
		10,000	\$21,126	\$49.77	\$17,605	\$41.48	\$14,084	\$33.18
		20,000	\$26,103	\$28.19	\$21,753	\$23.49	\$17,402	\$18.79
		50,000	\$34,560	\$25.92	\$28,800	\$21.60	\$23,040	\$17.28
		100,000	\$47,520	\$47.52	\$39,600	\$39.60	\$31,680	\$31.68
S-3	Repair Garage & Service St - Complete	500	\$9,960	\$45.45	\$8,300	\$37.87	\$6,640	\$30.30
		2,500	\$10,869	\$172.46	\$9,057	\$143.71	\$7,246	\$114.97
		5,000	\$15,180	\$69.81	\$12,650	\$58.17	\$10,120	\$46.54
		10,000	\$18,671	\$40.23	\$15,559	\$33.53	\$12,447	\$26.82
		25,000	\$24,705	\$36.87	\$20,588	\$30.73	\$16,470	\$24.58
		50,000	\$33,923	\$67.85	\$28,269	\$56.54	\$22,615	\$45.23
S-3	Enclosed Parking Garage.	5,000	\$21,326	\$9.77	\$17,771	\$8.14	\$14,217	\$6.52
		25,000	\$23,280	\$36.99	\$19,400	\$30.83	\$15,520	\$24.66
		50,000	\$32,528	\$14.87	\$27,106	\$12.39	\$21,685	\$9.91
		100,000	\$39,960	\$8.61	\$33,300	\$7.18	\$26,640	\$5.74
		250,000	\$52,875	\$7.86	\$44,063	\$6.55	\$35,250	\$5.24
		500,000	\$72,525	\$14.51	\$60,438	\$12.09	\$48,350	\$9.67
S-4	Open Parking Garage Complete	5,000	\$12,047	\$6.12	\$10,038	\$5.10	\$8,031	\$4.08
		25,000	\$13,270	\$21.62	\$11,058	\$18.02	\$8,847	\$14.41
		50,000	\$18,675	\$7.27	\$15,562	\$6.06	\$12,451	\$4.85
		100,000	\$22,310	\$4.71	\$18,591	\$3.92	\$14,874	\$3.14
		250,000	\$29,375	\$4.27	\$24,478	\$3.56	\$19,584	\$2.85
		500,000	\$40,050	\$8.01	\$33,374	\$6.67	\$26,701	\$5.34
S-5	Aircraft Storage (no repair)	5,000	\$7,964	\$3.15	\$6,637	\$2.63	\$5,310	\$2.10
		25,000	\$8,595	\$13.20	\$7,163	\$11.00	\$5,730	\$8.80
		50,000	\$11,895	\$6.51	\$9,913	\$5.43	\$7,930	\$4.34
		100,000	\$15,150	\$3.33	\$12,625	\$2.77	\$10,100	\$2.22
		250,000	\$20,138	\$3.11	\$16,781	\$2.59	\$13,425	\$2.07
		500,000	\$27,900	\$5.58	\$23,250	\$4.65	\$18,600	\$3.72

Building - Code Section 13.20.200

**Consolidated Schedule of Actual Cost of Services
P/C & Insp Combined (All Construction Types)**

Occ. Class	UBC/IBC/ICC Occupancy Type	Project Size Threshold	Construction Types: I FR, II FR		Construction Types: II 1-HR, III 1-HR, V 1-HR		Construction Types: II N, III N, IV, V, N	
			Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*	Base Cost @ Threshold Size	Cost for Each Additional 100 s.f.*
S	All S Occupancy TI	1,000	\$4,309	\$8.53	\$3,591	\$7.11	\$2,873	\$5.69
		5,000	\$4,651	\$35.69	\$3,876	\$29.74	\$3,101	\$23.79
		10,000	\$6,435	\$17.58	\$5,363	\$14.65	\$4,290	\$11.72
		20,000	\$8,193	\$9.02	\$6,828	\$7.51	\$5,462	\$6.01
		50,000	\$10,898	\$8.38	\$9,081	\$6.99	\$7,265	\$5.59
		100,000	\$15,090	\$15.09	\$12,575	\$12.58	\$10,060	\$10.06
U	Private (Residential) Garage	40	\$956	\$48.73	\$797	\$40.61	\$638	\$32.49
		200	\$1,034	\$199.77	\$862	\$166.48	\$690	\$133.18
		400	\$1,434	\$94.92	\$1,195	\$79.10	\$956	\$63.28
		800	\$1,814	\$49.69	\$1,511	\$41.40	\$1,209	\$33.12
		2,000	\$2,410	\$46.13	\$2,008	\$38.44	\$1,607	\$30.75
		4,000	\$3,332	\$83.31	\$2,777	\$69.43	\$2,222	\$55.54
U-1	Other Structures - Agricultural	120	\$1,162	\$22.55	\$969	\$18.79	\$775	\$15.03
U-3	Ag Barns, Ag buildings, storage building	600	\$1,270	\$84.39	\$1,059	\$70.33	\$847	\$56.26
		1,200	\$1,777	\$33.11	\$1,481	\$27.59	\$1,185	\$22.07
		2,400	\$2,174	\$19.46	\$1,812	\$16.22	\$1,449	\$12.97
		6,000	\$2,875	\$17.79	\$2,396	\$14.83	\$1,916	\$11.86
		12,000	\$3,942	\$32.85	\$3,285	\$27.38	\$2,628	\$21.90
All	All Shell Buildings	2,000	\$7,430	\$7.49	\$6,192	\$6.24	\$4,953	\$4.99
		10,000	\$8,030	\$30.92	\$6,691	\$25.76	\$5,353	\$20.61
		20,000	\$11,121	\$14.93	\$9,268	\$12.44	\$7,414	\$9.95
		40,000	\$14,106	\$7.74	\$11,755	\$6.45	\$9,404	\$5.16
		100,000	\$18,750	\$7.20	\$15,625	\$6.00	\$12,500	\$4.80
		200,000	\$25,950	\$12.98	\$21,625	\$10.81	\$17,300	\$8.65
All	Concrete Tilt Up	5,000	\$13,706	\$5.63	\$11,422	\$4.69	\$9,138	\$3.75
		25,000	\$14,831	\$22.94	\$12,359	\$19.11	\$9,888	\$15.29
		50,000	\$20,565	\$10.83	\$17,138	\$9.03	\$13,710	\$7.22
		100,000	\$25,980	\$5.68	\$21,650	\$4.73	\$17,320	\$3.79
		250,000	\$34,500	\$5.28	\$28,750	\$4.40	\$23,000	\$3.52
		500,000	\$47,700	\$9.54	\$39,750	\$7.95	\$31,800	\$6.36
	* Each additional 100 square feet, or portion thereof, up to the next highest project size threshold.							

Building - Code Section 13.20.200

NAME OF FEE	FEE FY 12/13
MECHANICAL, PLUMBING, ELECTRICAL	<i>Actual Unit Cost based on</i>
	<i>a per minute rate of \$1.49</i>
Administrative and Misc. Fees	
Travel and Documentation Fees: (Two Trip Standard)	\$74.48
Permit Issuance (office time)	\$22.34
Mechanical Permit Fees	
Stand Alone Mechanical Plan Check (hourly rate)	\$89.37
Unit Fees:	
Furnaces	
Install/Relocate each forced air-furnace (including attached ducts and vents) up to and including 100,000 Btu/h.	\$67.03
Install/Relocate each forced air-furnace (including attached ducts and vents) over 100,000 Btu/h.	\$89.37
Install/Relocate each wall heater, floor furnace, suspended heater, or unit heater (including vent).	\$44.69
Repair/Alterations	
Repair/Alterations to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system, including installation of controls regulated by this code.	\$44.69
Install/Relocate/Replace each appliance vent or venting system not included in an appliance permit.	\$44.69
HVAC change out (complete system including furnace, a/c unit and duct work)	\$89.37
HVAC change out (furnace and/or a/c unit only and NO duct work)	\$67.03
Air Conditioning/Refrigeration	
Install/Relocate each condenser/compressor/air conditioner up to and including 3 HP.	\$44.69
Install/Relocate each condenser/compressor/air conditioner, over 3HP and up to and including 15 HP.	\$89.37

Building - Code Section 13.20.200

NAME OF FEE	FEE FY 12/13
Install/Relocate each condenser/compressor/air conditioner, over 15 HP and up to and including 30 HP.	\$111.71
Install/Relocate each condenser/compressor/air conditioner, over 30 HP and up to and including 50 HP.	\$178.74
Install/Relocate each condenser/compressor/air conditioner, over 50 HP.	\$223.43
Each air-handling unit, including attached ducts under 10,000 CFM.	\$44.69
Each air-handling unit, including attached ducts over 10,000 CFM.	\$22.34
Each evaporative cooler other than portable type (swamp coolers)	\$22.34
Miscellaneous	
Each ventilation/exhaust fan connected to a single duct	\$22.34
Each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit.	\$22.34
Installation of each residential kitchen hood.	\$44.69
Installation of each type I or type II commercial kitchen hood.	\$89.37
Install/Relocate of each residential incinerator/kiln.	\$44.69
Install/Relocate each commercial or industrial-type incinerator /kiln.	\$89.37
Each appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in this code.	\$44.69
Each wood/gas stove (Freestanding and/or insert)	\$67.03
Other Mechanical Inspections (per hour)	\$89.37

Building - Code Section 13.20.200

NAME OF FEE	FEE FY 12/13
Plumbing/Gas Permit Fees	
Stand Alone Plumbing Plan Check (hourly rate)	\$89.37
Unit Fees:	
Fixtures	
Each plumbing fixture or set of fixtures on one trap (including water, drainage piping, and backflow protection therefor).	\$7.45
Each building sewer connection (utility or septic).	\$14.90
Rainwater systems (per drain) - inside building.	\$7.45
Each Water Heater and/or vent.	\$44.69
Each Industrial waste grease trap and/or interceptor including its trap and vent.	\$44.69
Installation, alteration, or repair of water piping and/or water treating equipment (each).	\$22.34
Repair or alteration of drainage or vent piping, each fixture.	\$7.45
Backflow	
Each lawn sprinkler system on any one meter, including backflow protection devices therefor.	\$14.90
Backflow devices and atmospheric-type vacuum breakers not included in other fee services (e.g., building): 1-5 units	\$14.90
Backflow devices and atmospheric-type vacuum breakers not included in other fee services (e.g., building); each unit over 5 units	\$2.98
Gas Piping	
Gas Piping System (First 5 Outlets)	
Gas Piping System (Each Outlet After 5)	\$2.98
Medical Gas Piping Sytem - (First 5 Outlets)	\$67.03
Medical Gas Piping Sytem - (Each Outlet After 5)	\$44.69
Other Fees:	

Building - Code Section 13.20.200

NAME OF FEE	FEE FY 12/13
Other Plumbing Inspections (per hour)	\$89.37
Electrical Permit Fees	
Stand Alone Electrical Plan Check (hourly rate)	\$89.37
System Fees:	
Private, Residential, In-ground Swimming Pools (each new)	
(Includes a complete system of necessary branch circuit wiring, bonding, grounding, underwater lighting, water pumping and other similar electrical equipment directly related to the operation of the swimming pool).	\$22.34
(For all other types of swimming pools, therapeutic whirlpools, spas, and alterations to existing swimming pools, use the UNIT FEE schedule).	
Temporary Power Service	
Temporary Service power pole or pedestal, including all pole or pedestal-mounted receptacle outlets and appurtenances.	\$14.90
Temporary electrical system for construction sites.	\$44.69
Re-wire	
Residential Re-wire (up to 500 sq ft)	\$44.69
Residential Re-wire (each additional 500 sq ft)	\$22.34
Commercial Re-wire (up to 2000 sq ft)	\$89.37
Commercial Re-wire (each additional 1000 sq ft)	\$44.69
Receptacle, Switches, and Lighting Fixtures (Receptacle, switches, lighting fixtures, or other outlets at which current is used or controlled, except services, feeders, and meters).	
First 10 (or portion thereof)	\$22.34
Each Additional 10 (or portion thereof)	\$11.17
Residential Appliances	
Fixed residential appliances or receptacle outlets for same.	\$14.90

Building - Code Section 13.20.200

NAME OF FEE	FEE FY 12/13
Nonresidential Appliances	
Nonresidential appliances and self-contained factory-wired, nonresidential appliances.	\$22.34
Power Apparatus	
<i>(Motors, generators, transformers, rectifiers, industrial heating, air conditioners and heat pumps, cooking or baking equipment, and other apparatus). Rating in horsepower (HP), kilowatts (KW), or kilovoltamperes (KVA), or kilovolt- amperes-reactive (KVAR):</i>	
Up to and including 1 (HP)	\$22.34
Over 1 and not over 10 (HP)	\$58.09
Over 10 and not over 50 (HP)	\$59.58
Over 50 and not over 100 (HP)	\$44.69
Over 100 (HP)	\$67.03
Busways	
Trolley and plug-in-type busways - each 100 feet or fraction thereof	\$44.69
<i>(An additional fee will be required for lighting fixtures, motors, and other appliances that are NOT connected to trolley and plug-in-type busways. No fee is required for portable tools).</i>	
Signs, Outline Lighting, and Marquees	
Signs, Outline Lighting, and Marquees supplied from one branch circuit (each)	\$22.34
Additional branch circuits within the same sign, outline lighting system, or marquee (each)	\$7.45
Services/sub panels	
Services/sub panels up to 200 amperes in rating (each)	\$37.24
Services/sub panels 200 amperes to 1000 amperes in rating (each)	\$52.13
Services/sub panels over 1000 amperes in rating (each)	\$89.37
Miscellaneous Apparatus, Conduits, and Conductors	
Electrical apparatus, conduits, and conductors for which a permit is required, but for which no fee is herein set forth.	\$22.34
Other Fees;	
Other Electrical Inspections (per hour)	\$89.37

Planning - Code Section 13.20.300

NAME OF FEE	FEE FY 12/13
Planning Division: General Fees	Flat Fee Unless Noted
Division Hourly Rate	\$105.00/Hr.
Record Search	\$105.00/Hr.
Hearing Publication/Preparation for Hearing	\$350.00
Filing Fee	\$50.00
GIS/GPU/Development Code Fee - Per Land Use Application	\$120.00
	\$26/Unit GIS Only
<i>Once a project requires a 3rd submittal to address application completeness items or other modifications for projects seeking</i>	33.3% of appl. fee
<i>Design Review Committee, Staff Development Committee,</i>	
<i>Planning Commission, or Board of Supervisors approval shall</i>	
<i>be charged one-third of the application fee.</i>	
Appeal of Determinations to Board of Supervisors	\$522.00
Tentative Parcel Map	\$3,320.00
TPM Extension	\$180.00
Revise Approved TPM	\$1,240.00
Tentative Subdivision Tract 20 lots or less	\$5,000.00
Tentative Subdivision Tract 21 to 100 lots	\$7,000.00
Tentative Subdivision Tract 101 to 500 lots	\$9,000.00
Tentative Subdivision Tract over 500 lots (full cost)	\$10,000.00 deposit
TSTM Extension	\$180.00
Revised Approved TSTM	\$2,580.00
Final Map & Improvement Plan Review - Parcel Map	\$630.00
Final Map & Improvement Plan Review - Subdivision Tract Map	\$1,150.00
Lot Line Adjustment	\$210.00
Reversion to Acreage	\$750.00
Certificate of Compliance	\$210.00
Pre-Application Meeting (Planning Department)	\$105.00/Meeting
Pre-Application Meeting (CDSA)	\$420.00/Meeting
Concurrent Processing of Planning Applications:	
Applications for two or more planning entitlements (for	
example: Tentative Map and Variance) will be charged 100%	
of the highest application fee plus 50% of each additional	

Planning - Code Section 13.20.300

NAME OF FEE	FEE FY 12/13
application fee when submitted at the same time for a single project site (excluding Design Review Permits, Lot Line Adjustments, Certificates of Compliance and recording fees).	
Where a permit with a set fee amount is combined with one requiring a deposit (for example Rezone & Parcel Map), the total combined fees are collected and are considered a deposit.	
Environmental Review	Flat Fee Unless Noted
Notice of Exemption or initial EA submittal	\$150.00
Environmental Review: Initial Study + Exemption	\$260.00
Environmental Review: Initial Study/Negative Declaration	\$1,095.00
Environmental Review: Initial Study/Mitigated Negative Declaration	\$2,625.00
Environmental Review: EIR or EIS (Full Cost)	Deposit Based on Contract
E.I.R. Mgmt Fee (10% Deposit of EIR Cost)	10% Deposit
E.I.R. Mgmt Fee - Staff	\$105.00/Hr
Mitigation Monitoring Plans: Mgmt (+ hourly over 3 hrs)	\$315.00 + Hourly
<i>For concurrent applications, a single environmental review fee for the project shall be collected</i>	
General Plan Amendment/Change of Zone/Plan Amendment	
Fewer than 100 Residential Units	\$5,000.00
Less than 10 Acres Non-Residential or Mixed Use	\$5,000.00
Over 100 Residential Units	\$6,000.00 Deposit
Over 10 Acres Non-Residential or Mixed Use	\$6,000.00 Deposit
Specific Plan/Area Plan/Community Plan/Master Plan	\$10,000.00 Deposit
Development Agreement	\$3,000.00 Deposit
Development Agreement Annual Review	\$840.00
Planned Unit Development	
Fewer than 100 Residential Units	\$3,150.00
Less than 10 Acres Non-Residential or Mixed Use	\$3,150.00
Over 100 Residential Units	\$4,000.00 Deposit
Over 10 Acres Non-Residential or Mixed Use	\$4,000.00 Deposit
Conditional Use Permit: Major	\$4,850.00
Conditional Use Permit: Minor Use Permit	\$2,660.00
Conditional Use Permit: Mining Project	\$7,000.00 Deposit
Conditional Use Permit: Amendment	\$2,165.00

Planning - Code Section 13.20.300

NAME OF FEE	FEE FY 12/13
Conditional Use Permit: Extension	\$105.00
Excavation & Surface Mining Permits	\$7,000.00 Deposit
Reclamation Plan	\$3,000.00 Deposit
Temporary Use Permit	\$525.00
Temporary Use Permit Extension	\$52.00
	Flat Fee Unless Noted
Administrative Permit	\$420.00
Additional fee if hearing is required (does not include legal notice)	\$210.00
Request for Hearing	\$105.00
Variance: Minor	\$2,880.00
Variance: Parking	\$2,880.00
Variance: Major	\$3,400.00
Sign Permit Review	\$52.00
Variance to Sign Ordinance	\$2,880.00
Planned Sign Permit Program	\$2,880.00
Design Review Fees	\$1,350.00
Master Design Review (Shopping Centers & Complexes)	\$2,500.00
Burn Down Letter/ABC Clearance	\$52.00
Land Use Confirmation (+ hourly over 1.5 hrs)	\$158.00 + Hourly
ABC Review Fee when Hearing is Required (+ hourly over 5 hrs, doesn't include notice fee)	\$525.00 + Hourly
Noise Permit	\$105.00
Second Dwelling Unit Clearance Form	\$105.00
Building Permit Review Fees	
Single Family Residence	\$158.00
Single Family Residence (Accessory, + hourly over 0.5hrs)	\$52.00 + Hourly
Multi-Family Residential (includes 1 inspection)	\$472.00
Agricultural Accessory Structure (+ hourly over 0.5hrs)	\$52.00 + Hourly
Commercial/Commercial Agriculture (includes 1 inspection, + hourly over 5hrs)	\$525.00 + Hourly
Industrial (includes 1 inspection, + hourly over 5hrs)	\$525.00 + Hourly
Commercial/Industrial: Minor (Less than \$5,000 Imprv Value, + hourly over 3hrs)	\$315.00 + Hourly
	+ Hourly Over 3 Hours
Occupancy Permit Review	\$210.00

Planning - Code Section 13.20.300

NAME OF FEE	FEE FY 12/13
Occupancy Permit Review(Change of Ownership)	\$52.00
Business License Review	\$105.00
Business License Review (Renewal)	\$52.00
Site Review (Per Inspection)	\$105.00/Hr
Approved Site/Plot Plan Changes	\$52.00 - 1/2 Hr Deposit
Solar/Wind Systems	
Residential & Multifamily (per unit, + hourly over 0.5hrs)	\$52.00 + Hourly
Non Residential roof mounted system or agricultural equipment (+ hourly over 0.5hrs)	\$105.00 + Hourly
Non Residential Ground Mounted Systems (+ hourly over 5hrs)	\$525.00 + Hourly
	Flat Fee Unless Noted
Fire Safe Planning Fees	
Tenative Parcel Map	\$105.00
Revise Approved TPM	\$105.00
Tenative Subdivision Tract 20 Lots or Less	\$105.00
Tenative Subdivision Tract 21 to 100 Lots	\$160.00
Tenative Subdivision Tract 101 to 500 Lots	\$260.00
Tenative Subdivision Tract Over 500 Lots	\$370.00
Revised Approved TSTM	\$105.00
Final Map & Improvement Plan Review	
Parcel Map	\$52.00
Subdivision Tract Map	\$105.00
Subdivision Vesting Tenative Map	TSTM Fee By Lot Count
General Plan Amendment/Change of Zone/Plan Amendment	\$105.00
Specific Plan/Area Plan/Community Plan/Master Plan	\$105.00
Planned Unit Development: Minor	\$105.00
Planned Unit Development: Major	\$160.00
Conditional Use Permit: Minor - If Structure Involved	\$105.00
Conditional Use Permit: Major - If Structure Involved	\$160.00
Variance: Minor - If Structure Involved	\$52.00
Variance: Major - If Structure Involved	\$105.00

Environmental Health - Code Section 13.20.400

NAME OF FEE	FEE FY 12/13
Food Program	
Restaurants - Bar Only (no food prep)	\$238.00
Restaurants - 1-49 seats	\$357.00
Restaurants - 50-149 seats	\$476.00
Restaurants - 150 or more	\$714.00
Added to restaurant base - With Bar or Market	\$119.00
Added to restaurant base - With Bar and Market	\$168.00
Added to restaurant base - With Catering Services	\$119.00
Added to restaurant base - With Satellite Facility	\$119.00
Caterer	\$392.00
Retail Markets - No food preps, only prepackaged goods	\$238.00
Retail Markets - Less than 2000 square feet	\$357.00
Retail Markets - 2000-5999 square feet	\$476.00
Retail Markets - 6000 or more square feet	\$595.00
Add each unit to retail market-butcher shop, deli, bakery, etc.	\$119/per unit
Bakery	\$392.00
Commissary Facility	\$392.00
Commissary - Verification per vehicle	\$34.00
Vehicles - Vending Vehicle (no prep)	\$238.00
Vehicles - Mobile Food Prep Unit	\$357.00
Vehicles - Produce Truck (no prep)	\$119.00
Vending Machines - Company	\$238.00
Vending Machines - Per Food Dispenser	\$12.00
Roadside Stand - Permitted since before July 1, 1984	\$280.00
Roadside Stand - Permitted on or after July 1, 1984	\$280.00
Schools - Kitchen	\$357.00
Schools - Satellite Distribution Facility	\$238.00
Food Warehouse	\$393.00
Food Salvager	\$524.00
Food Demonstrator	\$63.00
Farmers Market	\$476.00
Bed & Breakfast	\$259.00
Temporary Food Facility	\$238.00
Ice Plant	\$238.00
Special Events - Large more than 3 vendors attendance 500+	\$357.00
Special Events - + billed hourly rate for time spent over base	\$119/hour
Special Events - Small 3 or less vendors, attendance -500	\$119.00
Incidental Food Sales from Non-Mobile Businesses	\$119.00
Amphitheatre - Food - Bar - Catering	\$2,975.00
Plan Review Food Establishment - New	\$714.00
Plan Review Food Establishment - Remodel	\$595.00
Public Recreation	

Environmental Health - Code Section 13.20.400

NAME OF FEE	FEE FY 12/13
Public Swimming Pool/Spa/Beach	\$392.00/each
Organized Camp	\$392.00
Plan Review Public Swimming Pools	\$914.00
Plan Review Organized Camp	\$653.00
Public Water System	
Annual Surveillance Fee - 15-24 service connections	\$416.50
Annual Surveillance Fee - 25-99 service connections	\$560.00
Annual Surveillance Fee - 100-199 service connections	\$606.00
Non-Community Water System - Non Transient	\$560.00
Non-Community Water System - Transient	\$357.00
New Permit Fee - Community Water System	\$1,006.00
New Permit Fee - Non-Community Water System	\$778.00
Amended Permit Fee (all system types)	\$335.00
Ownership Change (all system types)	\$221.00
Annual Permit Fee Small System - 5-14 service connects	\$448.00
CURFFL Systems	\$166.00
All other services	\$119.00/hour
Request for Variance/Exemption/Waiver	\$119.00/hour
Enforcement Action (Up to \$1,000 maximum)	\$119.00/hour
Plan Review Public & Local Small Water Systems	\$119.00/hour
Solid Waste	
Solid Waster Hauler (per vehicle or trailer)	\$59.50
Full Solid Waste Facility - Class II Site	\$2,940.00
Full Solid Waste Facility - Class III Site	\$2,940.00
Standardized Solid Waste Facility	\$2,205.00
Registration Tier	\$1,470.00
Notification Tier #1	\$238.00
Notification Tier #2	\$952.00
Recycling/Process Facility	\$1,680.00
Transfer Station	\$1,680.00
Abandoned/Closed Sites	\$840.00
Agricultural Waste Disposal Sites	\$245.00
SWF Permit Exemption	\$700.00
Ash Applications - Initial Permit Exemptions	\$560.00
Ash Applications - Annual Exemption Renewal	\$175.00
Facility Inspection not covered by permit fees	\$119.00/hour
Periodic Site Review	\$119.00/hour
Preliminary Closure/Post Closure	\$119.00/hour
Final Closure/Post Closure maintenance plan review	\$119.00/hour
Joint Technical Document Review	\$119.00/hour
5 year permit review	\$119.00/hour
Permit revision/modification	\$119.00/hour

Environmental Health - Code Section 13.20.400

NAME OF FEE	FEE FY 12/13
Tipping Fee	\$4.40 per ton
Additional Fee on Lien for Unpaid Charges	\$25.00
Add'l Fee for Collection of Unpaid Chrgs as Special Assessment	\$25.00
Sewage Disposal	
Sewage Tank Cleaning Vehicle	\$238.00
Chemical Toilet Supplier - 50 Units or less	\$238.00
Chemical Toilet Supplier - 51 Units or more	\$357.00
New or Replacement Conventional System	\$492.00
New Pressure Dosed or Engineered Systems	\$907.00
Repair or Failed System/Add to Existing Non-Failed System	\$392.00
Holding Tank (Vault System) 1st Year	\$632.00
Holding Tank (Vault System) (after 1st year) Annual Permit	\$238.00
Operating Permit Central Wastewater-Cluster 2-5 connects	\$1,305.00
Operating Permit Central Wastewater-Small 6-99 connects	\$1,704.00
Operating Permit Central Wastewater-Large > 99 connects	\$2,497.00
Individual Experimental Systems (Monitoring for 1st year)	\$476.00
Individual Experimental Systems (Monitoring after 1st year)	\$179.00
Medical Waste	
General Acute Care Hospital - 1-99 beds	\$921.00
General Acute Care Hospital - 100-199 beds	\$1,324.00
General Acute Care Hospital - 200-250 beds	\$1,689.00
General Acute Care Hospital - 250+ beds	\$2,149.00
Specialty Clinic Providing Surgical, Dialysis, Rehab Services	\$537.00
Skilled Nursing Facility - 1-99 beds	\$422.00
Skilled Nursing Facility - 100-199 beds	\$537.00
Skilled Nursing Facility - 200+ beds	\$613.00
Acute Psychiatric Hospital	\$304.00
Intermediate Care Facility	\$461.00
Primary Care Clinic	\$537.00
Licensed Clinical Lab	\$254.00
Health Care Service Plan Facility	\$537.00
Veterinary Clinic or Hospital	\$304.00
Large Quantity Generator Medical Office	\$304.00
Small Quantity Generator Using On-Site Treatment	\$431.00
Small Quantity Generator Administrative Review	\$119.00/hour
Initial Permit Review	\$84.00/2 yr
Common Storage Facility - 1-10 generators	\$155.00
Common Storage Facility - 11-50 generators	\$382.00
Common Storage Facility - 50+ generators	\$769.00
On-Site, Large Quantity Treatment Facility	\$3845.00/5 yrs
Limited Quantity Hauling	\$119.00/2 yrs
Wells & Soils Borings	

Environmental Health - Code Section 13.20.400

NAME OF FEE	FEE FY 12/13
Water Well, Monitoring Well, Cathodic Well - New	\$357.00
Water Well, Monitor Well, Cathodic Well - Recondition/Deep	\$119.00
Water Well, Monitor Well, Cathodic Well - Destruction	\$284.00
Monitor Well, Additional	\$47.00/per well
Soil Boring or Excavation	
<4" diam or <50' depth (each additional \$59.50 each)	\$150.00
>4" diam or 50' to 75' depth (each additional \$59.50 each)	\$357.00
>4" diam or >75' depth (each additional \$119 each)	\$357.00
Other Permits	
Ambulance (per vehicle)	\$119.00
Kennel/Pet Shops	\$224.00
Massage Parlor	\$218.00
Hotel/Motel	\$391.00
Plan Review Kennels & Pet Shops	\$325.00
Tattooing, Permanent Cosmetics, Body Piercing	
Ear piercing Facility/ one-time registration	\$45.00
Body Art practitioner/artist	\$119.00
Body Art Facility (permanent)	\$238.00
Body Art Facility (Temporary)	\$119.00
Body Art Event Coordinator Small 3 or Less practitioners	\$119.00
Body Art Event Coordinator Large more than 3 practitioners	\$357.00
Mobile Body Art Facility	\$119.00
Body Art Facility Plan Review Fee (new)	\$297.50
Body Art Facility Plan Review Fee (Major remodel)	\$238.00
Body Art Facility Plan Review Fee (Minor remodel)	\$119.00
Mobile Body Art Facility Plan Review Fee	\$119.00
Land Use	
Land Division Sewage/Water - (per lot)	\$22.00
Land Division Sewage/Water - 2-4 lots (+\$22 per lot)	\$458.00
Land Division Sewage/Water - 5+ lots (+\$22 per lot)	\$490.00
Building Department Route Slip Clearance	\$93.00
Lot Line Adjustment	\$131.00
Conditional Use Permit	\$262.00
Other Land Division Sewage/Water	\$261.00
Tenative Subdivision Tract Map(connecting to sewer system)	\$261.00
Soil Mantle Observation	\$357.00
Temporary Use Permit & Miscellaneous Review/Services	\$131.00/hour
Plan Review/Site Review/Pre-application review fees	\$131.00/hour
Other Services & Fees	
Field Sample	Lab cost+\$218.00
Bring-In Water Sample	Lab cost + \$26.00

Environmental Health - Code Section 13.20.400

NAME OF FEE	FEE FY 12/13
Plan Review/Site Review	\$119.00/hour
Administrative, Permit Suspension, Revocation Hearings	\$392.00
Administrative time for enforcement activities	\$134.00/hour
All Reinspections	\$119.00/hour
Verified Complaint	\$119.00/hour
Variance/Exemption/Waiver Request - per hour (1/2 hr min)	\$119.00/hour
Consultations (per hour)	\$119.00/hour
Permit Transfers not Prohibited by State Law	\$119.00/hour
EIR Review/CEQA Document (per hour)	\$134.00/hour
All other document reviews, site reviews or any other service	\$119.00/hour
Release of Recorded Documents (Hourly plus document fee)	\$105.00/hour
Hazardous Materials	
Farm Category I	\$180.00
Farm Category II	\$241.00
Farm Category III	\$310.00
Farm Category IV	\$400.00
Business Category I	\$180.00
Business Category II	\$241.00
Business Category III	\$310.00
Business Category IV	\$400.00
Business Category V	\$250.00
Business Category VI	\$79.00
CESQG - Not in BP	\$154.00
Hazardous Waste - Small Quantity Generator	\$169.00
Hazardous Waste - Large Quantity Generator	\$253.00
Tiered Permit - CA PBR	\$166.00
Tiered Permit - CESW, CESQT, CEL	\$155.00
Permit to Operate (issuance only) includes one tank	\$419.00
Permit to Operate (each additional tank)	\$70.00
Plan Check Install UST	\$1,395.00
Tank Removal - Three Tanks	\$896.00
Tank Removal each additional over 3 tanks	\$119.00
Modify Tank Repair - Small Project	\$673.00
Modify Tank Repair - Large Project	\$1,120.00
Tank Closure in Place	\$896.00
Temporary Tank Closure	\$350.00
RMP Cal ARP (initial review)	\$1,397.00
RMP Cal ARP (annual review)	\$278.00
Facility List	\$35.00
Building Inspector Route Slip Clear Project	\$35.00
Haz Mat Response per hour	\$119.00

Environmental Health - Code Section 13.20.400

[illegible]

Code Enforcement - Code Section 13.20.500

NAME OF FEE	FEE FY 12/13
Code Enforcement Division: General Fees	
Department Hourly Rate	\$105.00
Notice & Order to Abate Public Nuisance	\$1,050.00
Cost Accounting Hearing Before Board of Supervisors	\$1,050.00
Vehicle Release Authorization	\$210.00
Abatement - County Performed (Actual Costs - Includes staff time, materials, outside vendors, any applicable penalties, and a 10% processing fee on entire amount)	Actual Cost
Public Nuisance - Appeal Hearing (Administrative Law Judge) (If County prevails all costs exceeding deposit shall be paid, If appellate prevails, the full deposited amount will be refunded)	\$3,000.00 Deposit
Relocation Assistance - Appeal Hearing (If County prevails all costs exceeding deposit shall be paid, If appellate prevails, the full deposited amount will be refunded)	\$1,050.00 Deposit
Vehicle Nuisance Abatement - Appeal Hearing (If County prevails all costs exceeding deposit shall be paid, If appellate prevails, the full deposited amount will be refunded)	\$1,050.00 Deposit
Vehicle Abatement Post Storage - Appeal Hearing (If County prevails all costs exceeding deposit shall be paid, If appellate prevails, the full deposited amount will be refunded)	\$1,050.00 Deposit
Administrative Citation - Appeal Hearing (Deposit) (If County prevails all costs exceeding deposit shall be paid, If appellate prevails, the full deposited amount will be refunded)	Amount of Citation
Recorded Document Preparation (Does not incl. CDSA Recording Processing Fee nor Recorder's fees)	\$105.00
Except as otherwise specified, all services in this Chapter which are charged at an hourly rate are 1 hour minimum and charged in quarter hour increments thereafter.	

Sheriff - Code Section 13.00.050

[illegible]

Health - Code Section 13.00.052

NAME OF FEE	FEE FY 12/13
Miscellaneous	
Copies of Medical Records (First four pages, no charge)	.25 per page
Kids in Safety Seats Program	\$0.00
Medical Marijuana ID Card	\$126.00*
* Fee Reduced by Half if Medi-Cal Beneficiary	
Aids Court Mandated Class - Non-County Resident Fee	\$70.00
Public Health - Clinic Services	
Immune Serum Globulin Shot	\$10.00 to \$25.00**
Tuberculosis Skin Test	\$10.00 to \$25.00**
STD Office Visit	\$15.00 to \$65.00**
Immunizations (Children)	\$10.00 to \$25.00**
** Indicates a Sliding Fee Schedule	
Miscellaneous Clinic Services Fee	\$20.00
Pregnancy Counseling	\$25.00
Women, Infants and Children (WIC) check	\$15.00
Head Lice Detection and Treatment	\$15.00
Drug Testing - Urine (12 Panel)	\$15.00
Alcohol - Saliva (Single)	\$15.00
Buprenorphine - Urine (Single)	\$15.00
Immigration Medical Exam (includes Tuberculosis skin test)	\$175.00
Public Health - Adult/Travel Immunizations	
Tetanus (Adult)	\$25.00
Tetanus-Diphtheria Immunization (Adult) Tdap	\$40.00
Yellow Fever Vaccine	\$20 plus actual cost of vaccine
Hepatitis A Immunization (Each Visit - Adult)	\$65.00
Hepatitis B Immunization (Each Visit - Adult)	\$55.00
Twinrix (Hep A + Hep B) (Adult)	\$90.00
MMR Immunization (Each Visit - Adult)	\$55.00
Typhoid	\$20 plus actual cost of vaccine
Pneumonococcal	\$50.00
Varicella (Adult)	\$90.00
Human Papilloma Virus Series (Adult)	\$135.00
Influenza (Adult)	\$10.00
Meningococcal (Adult)	\$111.00

Health - Code Section 13.00.052

NAME OF FEE	FEE FY 12/13
Public Health - F.O.R. Families	
Intake - Individual	\$70.00 Flat Chg
Assessment - Individual	\$70.00 Flat Chg
Discharge - Individual	\$70.00 Flat Chg
Individual Counseling	\$70.00 Flat Chg
Group Session	\$50.00 Flat Chg
Non-County Resident DEOJ Fee	\$200.00
Public Health - Vital Records	
After Hours Burial Permit (State Set Fee)	\$13.00
Burial Permit (State Set Fee)	\$11.00
Certified Copy of Birth Certificate (State Set Fee)	\$16.00
Certified Copy of Birth Government Agency (State Set Fee)	\$10.00
Certified Copy of Burial Permit (State Set Fee)	\$1.00
Certified Copy of Death Certificate (State Set Fee)	\$12.00
Certified Copy of Fetal Death Certificate (State Set Fee)	\$9.00
Certified Copy of Out of Country Letter (State Set Fee)	\$10.00
Crossfile Received (State Set Fee)	\$3.00
Crossfile Sent Out (State Set Fee)	\$11.00
Public Health - California Childrens Services	
Annual Assessment Fee	\$20.00
Annual Enrollment Fee	\$60.00-\$1200.00**
* Fee Reduced by Half is Medi-Cal Beneficiary	
** Indicates a Sliding Fee Schedule	

Library - Code Section 13.00.054

NAME OF FEE	FEE FY 12/13
FEES - Self Service	
Photocopies Regular (B&W Only)	\$0.15/ea
Photocopies Regular (Color)	\$1.00/ea
Copies Printed from Microfilm	\$0.25/ea
Copies Printed from Internet (B&W Only)	\$0.25/ea
Archive Copies (CA Room Materials-With/Without Own Paper)	\$0.50 per page
Archive Copies of Non-Historical Material	\$0.25/ea
Archive Scanning (Personal PC/Scanner)	\$1.00 per page
FEES - Staff Provided Service	
Archival Materials Printing from Pre-Scanned File-Regular Paper	\$1.00 per item
Archival Materials Printing from Pre-Scanned File-Special Paper	\$2.00 per item
Mailing & Handling Fee	\$5.00 per request
Scanned & Printed or E-Mailed (Special Request)+\$10 Staff Time	\$2.00 per item
E-Mailed (Pre-Scanned)	\$2.00 per item
FAX Service (Send Only)	\$2.00 1st page
	\$1.00 ea add'l page
FEES - Other	
Diskette or CD/RW	\$1.00/ea
Lost/Damaged Materials Fee	Replacement Cost
Postage & Handling for Interlibrary Loan Materials	No Charge
Replacement Library Card Adult/Child	\$2.00
Meeting Room Rental (excludes usage by Yuba County Govt.)	\$10 per hour
Meeting Room Rental Food/Beverage/Craft (Cleaning Deposit)	\$35.00
Meeting Room Staff Call Back (when Library Closed)	\$25.00
DVD Rental 1 Week	\$0.00
DVD Rental Convenience Charge for 1 Extra Week	\$5.00
FEES - Overdue	
Overdue Charge Regular Items-(Books/Audio/Magazines/VCR Videos)	\$0.10/day
Overdue Charge Special Items - (DVD/Interlibrary Loans)	\$2.00/day
Overdue Charge Childrens Books	\$0.00
Overdue Charge Childrens DVDs	\$0.25/day

Probation - Code Section 13.00.056[illegible]

Public Guardian - Code Section 13.00.058

[illegible]

Treasurer - Code Section 13.00.060

NAME OF FEE	FEE FY 12/13
Business Licenses	
Amusement Business (Initial Filing Fee Non-Refundable)	\$300.00
Amusement Business (License Fee - Per Day)	\$200.00
Bingo (Annual Fee)	\$50.00
Cardroom (Initial Filing Fee Non-Refundable)	\$300.00
Cardroom (Annual Fee)	\$200.00
Cardroom Table	\$180.00
Dance (Initial Filing Fee Non-Refundable)	\$300.00
Dance (Annual Fee)	\$200.00
Firearms (Process Fee)	\$25.00
Junk Dealer and/or Scrap Metal (Initial Filing Fee Non-Refundable)	\$300.00
Junk Dealer and/or Scrap Metal (Annual Filing Fee)	\$200.00
Massage Establishment Change of Location Fee	Per Resolution
Peddler/Itinerant Merchant Business License (Initial Filing Fee Non-Refundable)	\$300.00
Peddler/Itinerant Merchant Business License (Annual Fee)	\$200.00
Picture Arcade	Per Resolution
Picture Arcade Employee License	Per Resolution
Second Hand Dealer and/or Pawn Broker (Initial Filing Fee Non-Refundable)	\$300.00
Second Hand Dealer and/or Pawn Broker (Annual Fee)	\$200.00
Second Hand Dealer and/or Pawn Broker(Charitable Purpose/ Non-Profit/Fixed Location)	\$1.00
Miscellaneous	
Administrative Fee	\$16.00
CD of Current Tax Roll	\$25.00
CD of Prior Tax Roll (Delinquent)	\$25.00
Duplicate Mobile Home Tax Clearance Certificate	\$30.00
Duplicate Release of Lien	\$20.00
Duplicate Tax Bill	\$1.50
Lot Line/Tenative Parcel Map (Per Parcel)	\$25.00
Microfiche (Copy Per Parcel)	\$1.50
Power to Sell Fee (Secured Prior Year Roll)	\$35.00
Prior Year Payment Plan Fee (Secured & Unsecured)	\$50.00
Research Fee (Per Hour-Increments of 15 Minutes)	\$30.00
Returned Check Fee	\$35.00
Secured Delinquent Cost (2nd Installment Only)	\$20.00
Segregation of Tax Bill (Split into 2 Bills)	\$50.00
Segregation of Tax Bill (Each Additional Bill up to 4 Max)	\$50.00
TSTM/Tract Map (Per Hour - Up to a Maximum of \$100.00 Per Parcel)	Time & Materials
Unsecured Collections Rate (Per Hour - Increments of 15 minutes)	\$30.00
Unsecured Reminder Notice (Per Assessment)	\$1.50

Public Works/County Surveyor - Code Section 13.20.600

NAME OF FEE	FEE FY 12/13
Professional Service Rate Schedule	
County Surveyor and Staff	\$105.00/Hr
Public Works Staff	\$105.00/Hr
Project or Application Review	
Temporary Use Permit	\$210.00
Variance	\$210.00
Environmental Impact Report Review	\$105.00/Hr
General Plan Amendment/Zone Change	\$105.00/Hr
Tentative Parcel Map	\$630.00
Tentative Subdivision Tract Map	\$1,050.00
Revd Apprvd Tentative Parcel Map	\$210.00
Revd Apprvd Tentative Subdivision Map	\$265.00
Tentative Parcel/Subdivision Tract Map Extensions	\$105.00
Lot Line Adjustment	\$420.00
Certificate of Compliance	\$420.00
Reversion to Acreage/Merger	\$315.00
Conditional Use Permit	\$475.00
Specific Plan	\$105.00/Hr
Waiver	\$315.00
Appeals	\$315.00
Project Checking	
Parcel Map	\$1,155.00
Tract Map/Condominium	\$2,205.00
Record of Survey	\$270.00
Lot Line Adjustment	\$420.00
Reversion to Acreage/Merger	\$735.00
LAFCO Appl Description/Plat	\$210.00
Records Search (Hourly Rate)	\$105.00/Hr
Subdivision/Parcel Map Agreement	\$525.00
Improvement Plan Checking	
X% of Preliminary Engineer's Estimate for Deposit	1.5%, \$1,050 min.
Inspection Fees	
X% of Preliminary Engineer's Estimate for Deposit	2.5%, \$420 min.
Partial Inspection Fees	
Partial Inspection	\$420.00
Building Permits	
Review Application	\$20.00
SWPPP Fee - Building	\$40.00

Public Works/County Surveyor - Code Section 13.20.600

NAME OF FEE	FEE FY 12/13
Field Review, Conditions of Approval	\$70.00
Street Name/Application-Approval	\$210.00
Grading Permit	
Plan Check ≤10,000 CY	\$420.00
Plan Check >10,000 CY	\$840.00
Grading Permit - ≤10,000 CY	\$315.00
10,000 - 100,000 CY	\$630.00
Over 100,000 CY (Each add'l 10,000 CY)	\$630.00+\$67.00 per 10 KCY
Grading Permit (when included with improvement plans)	\$105.00
Import/Export Material	Measure D Rate
SWPPP Fee - Grading	\$420.00
Encroachment Permits	
Driveway/Roadway Encroachment	\$105.00
Minor Upgrade to Existing Encroachment	\$20.00
Commercial/Utility Encroachment	\$210.00
Annual Utility Permit	\$1,050.00
Road Closure Fees	
Daytime Closures	\$70.00/hour
24 Hour Closure	\$2,400.00/day
Abandonments	
Application	\$525.00
Advertisement Costs	\$210.00
Flood Plain Administration	
Elevation Certificate	\$210.00
CLOMR/LOMR Individually or Combined	\$525.00
Flood Plain Verification (Department of Real Estate)	\$105.00
Transportation Permits	
Single Trip Permit	\$16.00
House Moving Permit	\$66.00
Annual Blanket Permit	\$90.00
Parade Permit	\$50.00
Parking Permit	\$11.00
Road Damage Fees	
Road Damage Repair Costs	Actual Cost
Monumentation Fees	
Grant Deeds (Collected by Recorder)	\$10.00

Public Works/County Surveyor - Code Section 13.20.600

NAME OF FEE	FEE FY 12/13
Signs	
Street Name Sign (Installed by County)	\$187.00
Stop Sign (Installed by County)	\$152.00
Combination Street/Stop Sign (Installed by County)	\$237.00
Street Name Sign Only	\$85.00
Stop Sign Only	\$50.00
Miscellaneous Reviews/Reports/Correspondence	
Reviews, Reports, Correspondence (Hourly Rate)	\$105.00/Hour
Filing and Indexing Fees	
Record of Survey - Maps, Final Maps (\$2.00 ea addl sheet)	\$7.00/sheet
Corner Records, Certs of Correction (\$3.00 ea addl page)	\$8.00/page
Terminal Access Route	
Application & Installation	Actual Cost
Stormwater Regulatory Costs	Per Resolution
Park Coordinator Fees	
Landscape/Parking Plan Review and 1 Inspection	\$420.00
Landscape Bond Agreement Preparation + Hourly Over 2 Hours	\$210.00

Parks - Code Section 13.20.700

[illegible]



CONSENT
AGENDA

THIS PAGE INTENTIONALLY LEFT BLANK



Administrative Services Memorandum

To: Board of Supervisors
CC: Robert Bendorf, County Administrator
From: Donna Stottlemeyer, Clerk of the Board
Doug McCoy, Director, Administrative Services
Date: April 3, 2012
Re: Budget Transfer -- Dept of Fish and Game

Recommendation

Authorize budget transfer in the amount of \$992.00 from the 4H Trust Fund to Account 101-0101-411-5240 (4H Camp) for review and approval of the County's Timber Harvest Plan for the 4H Camp property in Dobbins by California Department Fish and Game.

Background

Applied Forest Management is the Timber Manager for the County's 4H Camp property in Dobbins / Oregon House and has filed a Timber Harvest Plan on the County's behalf with the State of California.

The Plan has been reviewed and approved by Cal Fire, but we have recently learned must also be reviewed and approved by the State Department of Fish and Game. The Department charges a review fee for this 'service' of \$992.50.

Discussion

The final Timber Harvest Plan will not be officially filed or 'vested' until this invoice is paid.

Committee Action

Due to the routine nature of this action, this item was brought directly to the Board for approval.

Fiscal Impact

There is no impact to the General Fund. After this action, there should be \$57,000 remaining in the trust.

WHITE - AUDITOR - CONTROLLER
YELLOW - COUNTY ADMINISTRATOR
PINK - DEPARTMENT

AUDITOR - CONTROLLER TRANSFER NO. _____

COUNTY OF YUBA
REQUEST FOR TRANSFER OR
REVISION OF APPROPRIATION, ESTIMATED REVENUE OR FUNDS

DATE: April 3 20 12

DEPARTMENT Board of Supervisors

REQUEST APPROVAL OF THE FOLLOWING TRANSFER FISCAL YEAR ENDING JUNE 30, 20 12

BUDGET OR ESTIMATED REVENUE

☒ ESTIMATED REVENUE INCREASED

☐ APPROPRIATION DECREASED

☒ APPROPRIATION INCREASED

ACCOUNT NO.	NAME	AMOUNT
101-0000-372-99-01		992.00
Operating Transfer In		

ACCOUNT NO.	NAME	AMOUNT
101-0101-411-52-40		992.00
4H Camp		

FUND TRANSFERS

FUNDS TO BE REDUCED:

FUND	AMOUNT
274-0000-372-99-02 4H Holding	992.00

FUNDS TO BE INCREASED:

FUND	AMOUNT
101-0000-372-99-01 General	992.00

GENERAL LEDGER (AUDITOR - CONTROLLER USE ONLY)

FUND	ACCOUNT	AMOUNT			FUND	ACCOUNT	AMOUNT	
		DEBIT	CREDIT				DEBIT	CREDIT

REASON FOR TRANSFER:

To pay invoice for Dept. of Fish and Game review of 4H Camp Timber Harvest Plan.

APPROVED:

☐ AUDITOR - CONTROLLER

Signature

Date

Signature

DEPARTMENT OR PUBLIC OFFICIAL

☒ COUNTY ADMINISTRATOR

Signature

Date

Clerk of the Board

TITLE

Approved as to Availability of Budget Amounts and Balances
in the Auditor/Controllers Office.

AUDITOR - CONTROLLER

Auditor/Controller, Dean E. Sellers

Approved:

BOARD OF SUPERVISORS

Clerk of the Board

Date

The County of Yuba

106-12

DEPARTMENT OF ADMINISTRATIVE SERVICES

DOUG McCOY - Director
TARA REPKA FLORES - Assistant Director



(530) 749-7880
FAX (530) 749-7884

April 3, 2012

To: Board of Supervisors

Cc: Robert Bendorff, County Administrator

From: Doug McCoy, Director of Administrative Services

Subject: Budget Appropriation for the South Annex Demolition

RECOMMENDATION

Recommend the Board of Supervisors approve a Budget Appropriation and transfer of funds from Fund 200 Capital Improvement Trust to Administrative Services 101-1200-418-61-13 and authorize Chair to execute same.

BACKGROUND/ DISCUSSION

Administrative Services released an Invitation for Bid on December 7, 2011 and closed with a public bid opening on January 19, 2012. We received twelve (12) responsive and responsible proposals. GW Demolition represents the best value for the County with a total bid amount of \$122, 288 and we have completed the contracting process and we are ready to begin mobilization in the next 15-20 days.

FISCAL IMPACT

Funding for this project is being appropriated from the Fund 200 Capital Improvement Trust account in the amount of \$122,288.

WHITE - AUDITOR - CONTROLLER
YELLOW - COUNTY ADMINISTRATOR
PINK - DEPARTMENT

AUDITOR - CONTROLLER TRANSFER NO. _____

COUNTY OF YUBA
REQUEST FOR TRANSFER OR
REVISION OF APPROPRIATION, ESTIMATED REVENUE OR FUNDS

DATE: _____ 20 _____

DEPARTMENT Admin Services-Capital Improvements

REQUEST APPROVAL OF THE FOLLOWING TRANSFER FISCAL YEAR ENDING JUNE 30, 20 12

BUDGET OR ESTIMATED REVENUE

☒ ESTIMATED REVENUE INCREASED

☐ APPROPRIATION DECREASED

☒ APPROPRIATION INCREASED

MAR 29 2012

ACCOUNT NO.	NAME	AMOUNT
101-0000-372-99-01	Operating Transfers In	122,288

ACCOUNT NO.	NAME	AMOUNT
101-1200-418-61-13	Capital Improvements South Annex	122,288

FUND TRANSFERS

FUNDS TO BE REDUCED:

FUND	AMOUNT
200 Capital Impr. Trust	122,288

FUNDS TO BE INCREASED:

FUND	AMOUNT
101 General Fund	122,288

GENERAL LEDGER (AUDITOR - CONTROLLER USE ONLY)

FUND	ACCOUNT	AMOUNT			FUND	ACCOUNT	AMOUNT	
		DEBIT	CREDIT				DEBIT	CREDIT

REASON FOR TRANSFER:

South Annex Demolition

APPROVED:

☐ AUDITOR - CONTROLLER

Signature

Date

Signature

DEPARTMENT OR PUBLIC OFFICIAL

☒ COUNTY ADMINISTRATOR:

Signature

Date

3/22/12 Director of Administrative Services
TITLE

Approved as to Availability of Budget Amounts and Balances
in the Auditor/Controllers Office.

AUDITOR - CONTROLLER

Auditor/Controller, Dean E. Sellers C. Richard Eberle

Approved:

BOARD OF SUPERVISORS

Clerk of the Board

Date

The County of Yuba

107-12

Office of Clerk of the Board of Supervisors



To: Board of Supervisors
From: Donna Stottlemeyer, Clerk of the Board
Subject: In-Home Supportive Services Advisory Committee – Representative
Date: April 3, 2012

Recommendation

Reappoint Claudia Hollis to the In-Home Supportive Services Advisory Committee for a term to end April 3, 2014.

Background and Discussion

The Local Appointment List of all Boards/Commissions/Committees is continually posted indicating vacancies, appointees, terms of office, qualifications and meeting information and is updated monthly. This is a scheduled vacancy due to the expiration of Mrs. Hollis' term. Mrs. Hollis has prior service on the committee from August 2003 through September 2011. Attached is a recommendation from the In-Home Supportive Services Advisory Committee.

In light of the expressed interest, it would be appropriate to make an appointment at this time.

Fiscal Impact

None

Committee Action

None required.

/rf

attachment

The County of Yuba



HEALTH & HUMAN SERVICES DEPARTMENT

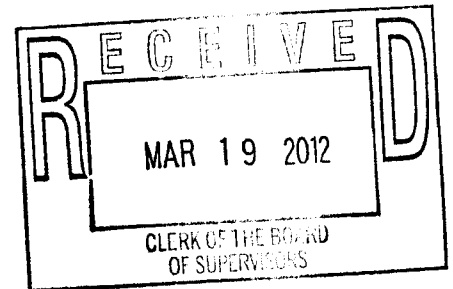
Suzanne Nobles, Director

5730 Packard Ave., Suite 100, P.O. Box 2320, Marysville, California 95901
Phone: (530) 749-6311 FAX: (530) 749-6281

**Joseph W. Cassady, D.O.,
Health Officer**
Phone: (530) 749-6366

March 19, 2012

Re: Claudia Hollis



Application for In Home Supportive Services (IHSS) Advisory Committee

Ron Russell, Chair of the IHSS Advisory Committee and I recommend Claudia Hollis be appointed to this committee.

Claudia formerly served on this committee and was an active, participating member.

If you have any questions, please call me at 530-749-6371.

Sincerely,

A handwritten signature in cursive script that reads "Shirley Baker".

Shirley Baker
Program Manager
Adult Services Division/IHSS

The County of Yuba

077-12



Office of the County Administrator

Robert Bendorf, County Administrator
John Fleming, Economic Development Coordinator
Russ Brown, Communications & Legislative Affairs Coordinator
Grace M Mull, Administrative Analyst
Teena L. Carlquist, Executive Assistant to the County Administrator
Yuba County Government Center
915 8th Street, Suite 115
Marysville, CA 95901

Phone: (530) 749-7575
Fax: (530) 749-7312
Email: rbendorf@co.yuba.ca.us
jfleming@co.yuba.ca.us
rbrown@co.yuba.ca.us
gmull@co.yuba.ca.us
tcarlquist@co.yuba.ca.us

DATE: March 13, 2012
TO: Board of Supervisors
FROM: Russ Brown, Communications & Legislative Affairs Coordinator
SUBJECT: Resolution Supporting Establishment of Agricultural Flood Insurance

Recommended Action

Authorize Chair to sign resolution supporting the five Guiding Principles of the Agricultural Floodplain Management Alliance.

Background & Discussion

Yuba County's \$200 million-plus agriculture industry is a vital part of the region's economy, and the surrounding communities have a significant historic cultural presence and play an integral role in the viability of agriculture locally, regionally, and nationally.

In recent months there has been a growing interest in establishing flood insurance programs that could benefit and protect agricultural land. More recently, legislation has been introduced on the national level (HR 4020) that would make flood insurance available to the farming community.

To support this effort, a coalition of cities, counties, reclamation districts, RCRC, and CSAC is forming to create a unified voice in support of agricultural flood insurance. The Agricultural Floodplain Management Alliance is seeking letters or resolutions supporting its Guiding Principles, which include:

1. Support and protect the economic viability and vitality of agriculture industries and dependant small communities.
2. Recognize the benefits locally and nationally of the agricultural uses of the floodplain as a practical means to limit long-term flood risk while supporting a critical element of our economy and the security of our food supply.
3. Include provisions for agricultural and small dependant communities that allow for practical and feasible replacement of and reinvestment in industrial and commercial structures, to ensure long term socio-economic sustainability.
4. Establish flood insurance rates for agricultural and small dependant communities that are economically manageable by property owners while contributing to the overall fiscal viability of the NFIP.
5. Provide a role for representatives of the agricultural and small dependant communities to participate in the process of developing recommended modifications to the NFIP that are specific to address these and related issues.

Committee Action

Due to time restraints, this resolution was not presented at the committee level.

Fiscal Impact

None

THIS PAGE INTENTIONALLY LEFT BLANK

BEFORE THE BOARD OF SUPERVISORS

OF THE COUNTY OF YUBA

**RESOLUTION SUPPORTING)
AND JOINING THE)
AGRICULTURAL FLOODPLAIN)
MANAGEMENT ALLIANCE (AFMA))**

RESOLUTION NO. _____

WHEREAS, Yuba County is concerned about the long-term viability of agricultural industries and operations, and their small dependent communities, located in regulatory floodplains, which have a significant historic cultural presence, and play an integral role in the social, economic and even environmental viability of locally, regionally, and national communities;

WHEREAS, Yuba County strongly supports the mission of FEMA and the National Flood Insurance Program (NFIP) to identify and mitigate flood risk and protect life and property;

WHEREAS, Yuba County's strong support has included extensive outreach efforts to its residents and businesses to ensure they are educated on flood risks and the importance of participating in the NFIP;

WHEREAS, Yuba County, however, is concerned the current approach under the NFIP places a disproportionate social and economic burden on agricultural industries and operations, and their small dependent communities, located in a regulatory floodplains through the current Special Flood Hazard Area designations, which establish highly-restrictive flood protection regulations and burdensome flood insurance rates;

WHEREAS, Yuba County wants to make FEMA aware of the interdependency of agricultural industries and operations adjacent to small communities and the direct effect the regulatory floodplain has on their long-term viability. The NFIP does not currently take into consideration this unique interdependency and tenuous economic balance that exists between the agricultural industry and adjacent small communities as compared to urbanized or developing areas;

WHEREAS, Yuba County supports reevaluating the existing regulations and insurance rates established by mapping agricultural industries and operations, and their small dependent communities into Special Flood Hazard Areas to ensure responsible and sustainable floodplain policy for these industries and small communities while also ensuring their long-term viability; and

WHEREAS, the Agricultural Floodplain Management Alliance (AFMA) is a new coalition of local agencies, individuals and organizations, that will promote the long-term viability of agricultural industries and operations, and their small dependent communities, that

are located in a Special Flood Hazard Area, and based on the Alliance's five guiding principles to describe its members' common concerns and interests, Yuba County is prepared to:

- 1) Support and protect the economic viability and vitality of agriculture industries and operations, and their small dependent communities.
- 2) Recognize and support the local and national benefits of agricultural uses in the floodplain as a practical means to limit future development and urbanization thereby reducing long-term flood risk while supporting a critical element of our economy and the security of our food supply.
- 3) Pursue including provisions in floodplain regulations for agricultural industries and operations, and their small dependent communities, that allow for practical and feasible replacement of and reinvestment in ensuring long term socio-economic sustainability.
- 4) Pursue flood insurance rates for agricultural industries and operations, and their small dependent communities that are economically manageable by property owners while contributing to the overall fiscal viability of the NFIP.
- 5) Provide a role for representatives of the agricultural industries and operations, and their small dependent communities to participate in the process of developing recommended modifications to the NFIP that are specific to address these and related issues.

NOW, THEREFORE, be it resolved that the Board of Supervisors of the County of Yuba hereby:

- 1) Supports and endorses the aforementioned five guiding principles; and
- 2) Directs staff to join in the efforts of the AFMA.

PASSED AND ADOPTED at a regular meeting of the Board of Supervisors of the County of Yuba, State of California on the _____ day of _____ 2012.

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: DONNA STOTTLEMEYER
CLERK OF THE BOARD OF SUPERVISORS

APPROVE AS TO FORM:
COUNTY COUNSEL



Chairman

The County of Yuba

OFFICE OF THE BOARD OF SUPERVISORS



915 8th Street, Ste. 109
Marysville, California 95901
(530) 749-7510
(530) 749-7353 FAX

March 6, 2012

The Agricultural Flood Management Alliance
Coordination Committee
c/o Kristi More
1130 Connecticut Avenue, NW
Suite 300
Washington, DC 20036

To Whom it May Concern:

The Yuba County Board of Supervisors is concerned regarding the long-term viability of agricultural communities, industries, and operations located in the regulatory floodplain. These communities have a significant historic cultural presence and play an integral role in the viability of agriculture locally, regionally, and nationally.

We strongly support(s) the mission of FEMA and the National Flood Insurance Program (NFIP) to identify and mitigate flood risk and protect life and property in all floodplain communities. However, we are concerned that the current approach under the NFIP places a disproportionately impactful economic burden on agricultural communities in the mapping of Special Flood Hazard Areas which imposes highly-restrictive flood protection regulations and establishes burdensome flood insurance rates. In particular, changes must be made to the building limitations on structures needed to support agricultural production, storage, and processing. Further, flood insurance must be offered at a rate which is variable depending upon the risk, but which makes flood insurance a meaningful and affordable option for the property owner.

We are also concerned about the small dependant towns located adjacent to these agricultural communities. The fate of these small communities has a direct bearing on the sustainability of agriculture in the regulatory floodplain as these are the communities where people gather to worship, shop, socialize, educate their children, and conduct business. The NFIP does not currently take into consideration the unique interdependency and tenuous economic balance that exists between the agriculture industry and adjacent small communities as compared to urbanized economies. Without recognizing the unique characteristics of agricultural and small communities in the NFIP structure, and by instead applying an urban-focused flood insurance standard, the existing agriculture enterprises and their dependent small communities will continue to degrade and ultimately fade away.

We believe that the framework of flood risk management as applied in agricultural areas and agricultural communities must:

SUPERVISORS

Andy Vasquez - District 1 • John Nicoletti - District 2 • Mary Jane Griego - District 3 • Roger Abe - District 4 • Hal Stocker - District 5

- 1) Support and protect the economic viability and vitality of agriculture industries and dependant small communities.
- 2) Recognize the benefits locally and nationally of the agricultural uses of the floodplain as a practical means to limit long-term flood risk while supporting a critical element of our economy and the security of our food supply.
- 3) Include provisions for agricultural and small dependant communities that allow for practical and feasible replacement of and reinvestment in industrial and commercial structures, to ensure long term socio-economic sustainability.
- 4) Establish flood insurance rates for agricultural and small dependant communities that are economically manageable by property owners while contributing to the overall fiscal viability of the NFIP.
- 5) Provide a role for representatives of the agricultural and small dependant communities to participate in the process of developing recommended modifications to the NFIP that are specific to address these and related issues.

For these reasons, we support the work of the Alliance.

Sincerely,

Hal Stocker
Chairman

The County of Yuba

108-12

HEALTH & HUMAN SERVICES DEPARTMENT

Suzanne Nobles, Director

5730 Packard Ave., Suite 100, P.O. Box 2320, Marysville, California 95901
Phone: (530) 749-6311 Fax: (530) 749-6281



**Joseph W. Cassady, D.O.,
Health Officer**

Phone: (530) 749-6366

TO: Board of Supervisors
Yuba County

FROM: *Suzanne Nobles*
Suzanne Nobles, Director
Health and Human Services Department

DATE: April 2, 2012

SUBJECT: Children's Medical Services (CMS) Plan and Fiscal Guidelines for
Fiscal Year 2011 – 2012

RECOMMENDATION: Board of Supervisors approval of the attached CMS Plan and Fiscal Guidelines for FY 2011-2012 and authorization for the Chairman to sign CMS Certification Statements included in this plan is recommended.

BACKGROUND: The Department of Health Care Services (DHCS) has delegated the responsibility of administering the CMS program, which includes Child Health and Disability Prevention (CHDP), California Children Services (CCS) and the Health Care Program for Children in Foster Care (HCPFC), to county health departments DHCS allocates administrative funds to the Public Health Division of the Health and Human Services Department to provide these ongoing, mandated services upon the submission and approval of the CMS Plan Guidelines.

DISCUSSION: The CMS Plan and Guidelines for FY 2011-2012 includes the combined plan, budget, and scope of work to continue the administration of the CHDP, CCS and HCPFC programs in Yuba County. The budget for these programs is estimated to be \$495,068.00, which includes the CHDP budget of \$111,678.00, the HCPFC budget of \$30,808.00, and the CCS budget of \$352,582.00. This revenue source covers salaries and benefits for 3.905 Full Time Employees (FTEs), in addition to costs of services and supplies associated with administering these programs.

COMMITTEE: The Human Services Committee recommended approval on March 26, 2012.

FISCAL IMPACT: Approval of the CMS Plan and Fiscal Guidelines will not impact County General Funds. The County match requirement for the CCS Program is estimated at \$24,830 and will be funded through Health Realignment Funds.

THIS PAGE INTENTIONALLY LEFT BLANK

Children's Medical Services (CMS)
California Children's Services (CCS)
Child Health & Disability Prevention (CHDP)
Health Care Program for Children in Foster Care
(HCPCFC)

Plan Guidelines

FY 2011-2012

Children's Medical Services
 California Children's Services (CCS)
 Child Health & Disability Prevention (CHDP)
 Health Care Program for Children in Foster Care
 (HCPCFC)

Table of Contents

1. Checklist	3-4
2. Agency Information Sheet	5
3. Certification Statement	
A. .Certification Statement (CHDP)	6
B. Certification Statement (CCS)	7
4. Agency Description	
A. Brief Narrative	8
B. Organizational Charts for CCS, CHDP, and HCPCFC (Retained Locally)	N/A
C. CCS Staffing Standards Profile (Retained Locally)	N/A
D. Incumbents List	
1. CCS	9
2. CHDP	10-11
3. HCPCFC	12
E. Civil Service Classification Statement (Retained Locally)	13-25
F. Duty Statements	26-36
5. Implementations of Performance Measures - Performance Measures for FY 2010-2011 ARE due November 30, 2010	N/A
6. Data Forms	
A. CCS Caseload Summary	37
B. CHDP Case Management Data	38-39

7. Interagency Agreements (IAA) and Memoranda of Understanding (MOU) List	
A. MOU/IAA List	40
B. New, Renewed, or Revised IAA's/MOU's biennially	N/A
C. CHDP IAA with DSS Biennially (Retained Locally)	41-56
D. Interdepartmental MOU for HCPCFC biennially(Retained Locally)	57-60
8. Budget	
A. CHDP Administrative Budget (No County/City Match)	
1. Budget Summary	61
2. Budget Worksheet	62
3. Budget Justification Narrative	63
B. CHDP Administrative Budget (County/City Match) – Optional	
1. Budget Summary	N/A
2. Budget Worksheet	N/A
3. Budget Justification Narrative	N/A
C. HCPCFC Administrative Budget	
1. Budget Summary	64
2. Budget Worksheet	65
3. Budget Justification Narrative	66
D. Foster Care Administrative Budget (County/City Match) - Optional	
1. Budget Summary	N/A
2. Budget Worksheet	N/A
3. Budget Justification Narrative	N/A
E. CCS Administrative Budget	
1. Budget Summary	67
2. Budget Worksheet	68-69
3. Worksheet to Determine Healthy Families Funding Source	70
4. Budget Justification Narrative	71
F. CCS Medical Therapy Program Claims Preparation Budget – Optional	
1. Budget Summary	N/A
2. Budget Worksheet	N/A
3. Budget Justification Narrative	N/A

Plan and Budget Required Documents Checklist**MODIFIED FY 2011-2012**County/City: YubaFiscal Year: 2011-2012

Document		Page Number
1.	Checklist	Yes
2.	Agency Information Sheet	Yes
3.	Certification Statements	
	A. Certification Statement (CHDP) – Original and one photocopy	Yes
	B. Certification Statement (CCS) – Original and one photocopy	Yes
4.	Agency Description	
	A. Brief Narrative	Yes, CHDP
	B. Organizational Charts for CCS, CHDP, and HCPCFC	Retain locally
	C. CCS Staffing Standards Profile	Retain locally
	D. Incumbent Lists for CCS, CHDP, and HCPCFC	Yes
	E. Civil Service Classification Statements – Include if newly established, proposed, or revised	Yes
	F. Duty Statements – Include if newly established, proposed, or revised	Yes
5.	Implementation of Performance Measures – Performance Measures for FY 2009-10 are due November 30, 2011.	N/A
6.	Data Forms	
	A. CCS Caseload Summary	Yes
	B. CHDP Program Referral Data	Yes
7.	Memoranda of Understanding and Interagency Agreements List	
	A. MOU/IAA List	Yes
	B. New, Renewed, or Revised MOU or IAA	Yes
	C. CHDP IAA with DSS biennially	Yes
	D. Interdepartmental MOU for HCPCFC biennially	Yes
8.	Budgets	
	A. CHDP Administrative Budget (No County/City Match)	
	1. Budget Summary	Yes

Children's Medical Services Plan and Fiscal Guidelines

County/City: Yuba

Fiscal Year: 2011-2012

	Document	Page Number
2.	Budget Worksheet	Yes
3.	Budget Justification Narrative	Yes
B.	CHDP Administrative Budget (County/City Match) - Optional	
1.	Budget Worksheet	Yes
2.	Budget Justification Narrative	Yes
3.	Budget Justification Narrative	Yes
C.	CHDP Foster Care Administrative Budget (County/City Match) - Optional	
1.	Budget Summary	Yes
2.	Budget Worksheet	Yes
3.	Budget Justification Narrative	Yes
D.	HPCFC Administrative Budget	
1.	Budget Summary	Yes
2.	Budget Worksheet	Yes
3.	Budget Justification Narrative	Yes
E.	CCS Administrative Budget	
1.	Budget Summary	Yes
2.	Budget Worksheet	Yes
3.	Budget Justification Narrative	Yes
G.	Other Forms	
1.	County/City Capital Expenses Justification Form	Yes, only if applicable
2.	County/City Other Expenses Justification Form	Yes, only if applicable
9.	Management of Equipment Purchased with State Funds	
1.	Contractor Equipment Purchased with DHCS Funds Form (DHCS1203)	Yes, only if applicable
2.	Inventory/Disposition of DHCS Funded Equipment Form (DHCS1204)	Yes
3.	Property Survey Report Form (STD 152)	Yes, only if applicable

Agency Information Sheet**County/City:** Yuba County**Fiscal Year:** 2011-12**Official Agency**

Name:	County of Yuba (Health and Human Services Agency)	Address:	5730 Packard Ave., Ste. 100
Health Officer	Joseph Cassady, D.O.		Marysville, CA 95901

CMS Director (if applicable)

Name:	_____	Address:	_____
Phone:	_____		_____
Fax:	_____	E-Mail:	_____

CCS Administrator

Name:	Lynne Olsen	Address:	5730 Packard Ave., Ste. 100
Phone:	530-749-6766		Marysville, CA 95901
Fax:	530-749-6397	E-Mail:	lolsen@co.yuba.ca.us

CHDP Director

Name:	Joseph Cassady, D.O.	Address:	5730 Packard Ave., Ste. 100
Phone:	530-749-6366		Marysville, CA 95901
Fax:	530-749-6397	E-Mail:	joecassady@co.yuba.ca.us

CHDP Deputy Director

Name:	Marge Troester, Supervising PHN	Address:	5730 Packard Ave., Ste. 100
Phone:	530-749-6866		Marysville, CA 95901
Fax:	530-749-6397	E-Mail:	mtroester@co.yuba.ca.us

Clerk of the Board of Supervisors or City Council

Name:	Donna Stottlemeyer	Address:	915 8 th Street, Ste. 109
Phone:	530-749-7510		Marysville, CA 95901
Fax:	530-749-7353	E-Mail:	dstottlemeyer@co.yuba.ca.us

Director of Social Services Agency

Name:	Suzanne Nobles		5730 Packard Ave., Ste. 100
Phone:	530-749-6271		Marysville, CA 95901
Fax:	530-749-6281	E-Mail:	snobles@co.yuba.ca.us

Chief Probation Officer

Name:	Jim Arnold		215 5 th Street
Phone:	530-749-7550		Marysville, CA 95901
Fax:	530-749-7364	E-Mail:	jarnold@co.yuba.ca.us

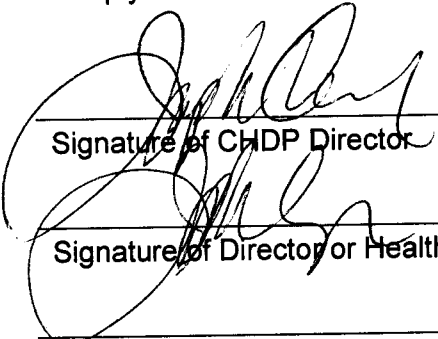
Children's Medical Services Plan and Fiscal Guidelines

Certification Statement - Child Health and Disability Prevention (CHDP) Program

County/City: Yuba County

Fiscal Year: 2011-12

I certify that the CHDP Program will comply with all applicable provisions of Health and Safety Code, Division 106, Part 2, Chapter 3, Article 6 (commencing with Section 124025), Welfare and Institutions Code, Division 9, Part 3, Chapters 7 and 8 (commencing with Section 14000 and 14200), Welfare and Institutions Code Section 16970, and any applicable rules or regulations promulgated by DHCS pursuant to that Article, those Chapters, and that section. I further certify that this CHDP Program will comply with the Children's Medical Services Plan and Fiscal Guidelines Manual, including but not limited to, Section 9 Federal Financial Participation. I further certify that this CHDP Program will comply with all federal laws and regulations governing and regulating recipients of funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.). I further agree that this CHDP Program may be subject to all sanctions or other remedies applicable if this CHDP Program violates any of the above laws, regulations and policies with which it has certified it will comply.



Signature of CHDP Director

3/8/12

Date Signed



Signature of Director or Health Officer

3/8/11

Date Signed

Signature and Title of Other – Optional

Date Signed

I certify that this plan has been approved by the local governing body.

Signature of Local Governing Body Chairperson

Date

Children's Medical Services Plan and Fiscal Guidelines

Certification Statement - California Children's Services (CCS)

County/City: Yuba County

Fiscal Year: 2011-12

I certify that the CCS Program will comply with all applicable provisions of Health and Safety Code, Division 106, Part 2, Chapter 3, Article 5, (commencing with Section 123800) and Chapters 7 and 8 of the Welfare and Institutions Code (commencing with Sections 14000-14200), and any applicable rules or regulations promulgated by DHCS pursuant to this article and these Chapters. I further certify that this CCS Program will comply with the Children's Medical Services Plan and Fiscal Guidelines Manual, including but not limited to, Section 9 Federal Financial Participation. I further certify that this CCS Program will comply with all federal laws and regulations governing and regulating recipients of funds granted to states for medical assistance pursuant to Title XIX of the Social Security Act (42 U.S.C. Section 1396 et seq.) and recipients of funds allotted to states for the Maternal and Child Health Services Block Grant pursuant to Title V of the Social Security Act (42 U.S.C. Section 701 et seq.). I further agree that this CCS Program may be subject to all sanctions or other remedies applicable if this CCS Program violates any of the above laws, regulations and policies with which it has certified it will comply.

L Olson

Signature of CCS Administrator

3-8-12

Date Signed

[Signature]
Signature of Director or Health Officer

3-8-12

Date Signed

Signature and Title of Other – Optional

Date Signed

I certify that this plan has been approved by the local governing body.

Signature of Local Governing Body Chairperson

Date

YUBA COUNTY

7

APPROVED AS TO FORM ^{CMS PLAN FY 2011-12}
ANGIL P. MORRIS-JONES
COUNTY COUNSEL
BY: [Signature]

Brief Narrative

Yuba County's CHDP Program is currently composed of a Supervising Public Health Nurse who serves as the CHDP Deputy Director, a Public Health Nurse III, an RN and an Office Specialist. The program is part of the CMS Unit which includes CHDP, HCPCFC and CCS. The unit is directly supervised by a Supervising Public Health Nurse. The unit is one of three within the Health Services Division which is managed by the Director of Nurses with medical oversight provided by the Health Officer (Director of CHDP). The Health Services Division is part of the Health and Human Services Department which also includes CHDP's partners in Public Assistance (also referred to as Social Services or Eligibility) and Children's Services Division (also referred to as Child Welfare Services or Child Protective Services). The Foster Care Nurse in the HCPCFC program is stationed in the Children's Services Division. This position is part of the CMS Unit and is supervised by the Supervising Public Health Nurse. This position receives program direction and input from both the CHDP Deputy Director and staff from the Children's Services Division.

Yuba County is a CCS dependent county under the direction of the Sacramento Regional Office (SRO). CHDP staff, the CCS Administrator, the CCS Case Manager, and the CCS Medical Case Managers collaborate in performing CMS functions. The CCS Case Manager informs eligible CCS clients of the CHDP program and provides CHDP brochures. The CCS Medical Case Managers review all requests for needed medical services and intervenes in high-risk client case management. CHDP staff refers children identified on the PM 160 with possible CCS eligible condition(s) to the CCS Case Manager. The HCPCFC PHN makes referrals to the CCS program and assists CCS staff with foster children on their caseload as needed. Since the entire CMS unit is located in the same building, the three programs network on a regular basis.

State of California - Health and Human Services Agency Department of Health Care Services - Children's Medical Services

Incumbent List - California Children's Services

For FY 2011-12, complete the table below for all personnel listed in the CCS budgets. Use **the same** job titles for both the budget and the incumbent list. Total percent for an individual incumbent should **not be over 100 percent**.

Specify whether job duty statements or civil service classification statements have been revised or changed. Only submit job duty statements and civil service classification statements that are new or have been revised. This includes (1) changes in job duties or activities, (2) changes in percentage of time spent for each activity, and (3) changes in percentage of time spent for enhanced and non-enhanced job duties or activities.

Identify Nurse Liaison positions using: **MCMC** for Medi-Cal Managed Care; **HF** for Healthy Families; **IHO** for In-Home Operations, and; **RC** for Regional Center.

County/City: Yuba Fiscal Year: 2011-12

Job Title	Incumbent Name	FTE % on CCS Admin Budget	Have Job Duties Changed? (Yes or No)	Has Civil Service Classification Changed? (Yes or No)
Public Health Nurse III	Lynne Olsen	90%	No	No
Public Health Nurse I/II	Mike Huynh	80%	No	No
Case Manager	Michele Clark	95%	No	No
Office Specialist	Kathleen Harriger	20%	Yes	No
Office Assistant (Bilingual)	Veronica Villalobos	15%	No	No
Account Technician	Donna Clark	30%	No	No
IT Analyst	Vacant	5%	Yes	No

Children's Medical Services Plan and Fiscal Guidelines

State of California - Health and Human Services Agency Department of Health Care Services - Children's Medical Services

Incumbent List - Child Health and Disability Prevention Program

For FY 2011-12, complete the table below for all personnel listed in the CHDP budgets. Use **the same** job titles for both the budget and the incumbent list. Total percent for an individual incumbent should **not be over 100 percent**.

Specify whether job duty statements or civil service classification statements have been revised or changed. Only submit job duty statements and civil service classification statements that are new or have been revised. This includes (1) changes in job duties or activities, (2) changes in percentage of time spent for each activity, and (3) changes in percentage of time spent for enhanced and non-enhanced job duties or activities.

County/City: Yuba

Fiscal Year: 2011-12

Job Title	Incumbent Name	FTE % on CHDP No County/ City Match Budget	FTE % on CHDP County/City Match Budget	FTE % in Other Programs (Specify)	Have Job Duties Changed? (Yes or No)	Has Civil Service Classification Changed? (Yes or No)
Supervising PHN	Marge Troester, SPHN	6%	None	2% HCPCFC 50% MCAH 11% Snap-Ed 31% General	Yes	No
PHN III	Cheryl Andersen	40%	None	40% Tobacco 15% PHEP 5% Pan Flu	Yes	Yes
RN/PHN (1 st and 2 nd quarter only)	Sara Harriman	40%	None	28% IZ 32% general	Yes	No
RN (3 rd and 4 th quarters only)	Sarah Hawkins	57%	None	43% General	Yes	Yes

Children's Medical Services Plan and Fiscal Guidelines

County/City: Yuba

Fiscal Year: 2011-12

Job Title	Incumbent Name	FTE % on CHDP No County/ City Match Budget	FTE % on CHDP County/City Match Budget	FTE % in Other Programs (Specify)	Have Job Duties Changed? (Yes or No)	Has Civil Service Classification Changed? (Yes or No)
Office Specialist	Kathleen Harriger	30%	None	20% CCS 25% Tobacco 25% General	No	No
Accounting Technician	Kathy Goss	5%	None	95% General	No	No

Children's Medical Services Plan and Fiscal Guidelines

State of California - Health and Human Services Agency Department of Health Care Services - Children's Medical Services

Incumbent List - Health Care Program for Children in Foster Care

For FY 2011-12, complete the table below for all personnel listed in the HCPCFC and CHDP Foster Care Administrative (County/City) budgets. Use **the same** job titles for both the budget and the incumbent list. Total percent for an individual incumbent should **not be over 100 percent**.

Specify whether job duty statements or civil service classification statements have been revised or changed. Only submit job duty statements and civil service classification statements that are new or have been revised. This includes (1) changes in job duties or activities, (2) changes in percentage of time spent for each activity, and (3) changes in percentage of time spent for enhanced and non-enhanced job duties or activities.

County/City: Yuba

Fiscal Year: 2011-12

Job Title	Incumbent Name	FTE % on HCPCFC Budget	FTE % on FC Admin County/City Match Budget	FTE % in Other Programs (Specify)	Have Job Duties Changed? (Yes or No)	Has Civil Service Classification Changed? (Yes or No)
Supervising PHN	Marge Troester	2%	None	5-8% CHDP 50% MCAH 11% Snap-Ed 29-32 % General	Yes	No
PHN I/II	Christle Chung (1 st , 2 nd and 4 th quarters)	32%	None	66% Children's Services	Yes	No

CLASSIFICATION SPECIFICATION



CLASS TITLE: Information Technology Analyst I/II
ALLOCATION: Administrative Services
FLSA STATUS: Non-exempt
UNION AFFILIATION: YCEA

Established: March 1996
Revised: April 2010

JOB SUMMARY

Under general supervision, performs responsible analytical work related to the planning, design, implementation, evaluation, modification and maintenance in support of County computer systems, geographic information systems and telecommunication systems; performs analysis of customers requirements, procedures, and problems to automate or improve existing systems; reviews computer system capabilities, workflow and limitations; plans, coordinates and implements security measures for information systems to regulate access to computer data files and prevent unauthorized modification, destruction, or disclosure of information; analyzes, designs, tests and evaluates network systems; installs, configures, and supports the County's LAN, WAN, monitor network to ensure network availability to all system customers; coordinates changes to computer databases; converts project specifications and statements of problems and procedures into computer language; and performs related work as assigned.

Information Systems Analyst I is the professional entry-level classification in the Information Technology series. Initially under close supervision, incumbents learn County and departmental computer programs and systems, as well as, rules, policies and procedures. As experience is gained, assignments become more complex and are performed independently. This class is flexibly staffed with Information Technology Analyst II and incumbents may advance to the higher level after gaining sufficient experience and demonstrating proficiency to meet the requirements of the next higher level. Information Technology Analyst I's are typically assigned to a team rather than to particular projects.

Information Systems Analyst II is the professional journey-level classification in the information technology series, fully competent to perform all facets of the classification. This class is distinguished from the Senior Information Technology Analyst in that the latter has project management and lead direction responsibilities.

CLASS CHARACTERISTICS

Depending on the area of assignment this position may report directly to the Applications, Operations or Network Unit Information Technology Supervisor in the Information Technology Division of the Administrative Services Department. This class is distinguished from the Senior Information Technology Support Technician as the scope of responsibilities are focused on applications and network systems analysis, design and programming.

EXAMPLES OF DUTIES:

Essential:

I Level:

- Acts as a liaison to assigned County departments; meets with customer to resolve conflicts between system capabilities and customer requirements; explains cost, delays and impairment of overall system efficiency; suggests and justifies alternatives to customers' initial requests.
- Coordinates network operations, maintenance, repairs, or upgrades; monitors and analyzes network performance and data input/output reports to detect problems, identifies inefficient use of computer resources; participates in network technology upgrade or expansion projects, including installation of hardware and software and integration testing.
- Analyzes, designs, tests, and evaluates network systems, such as local area networks (LAN), wide area networks (WAN), Internet, intranet and other data communications systems; diagnoses problems and replaces defective components.
- Investigates whether networks, workstations, the central processing unit of the system, or peripheral equipment are responding to a program's instructions; performs or refers revision, repair, or expansion of existing programs to increase operating efficiency or adapt to new requirements.
- Sets up customer accounts, regulating and monitoring file access to ensure confidentiality and proper use; maintains the peripherals, such as printers, that are connected to the network; identifies areas of operation that need upgraded equipment such as modems, fiber optic cables, and telephone wires.
- Performs data backups; performs routine network startup and shutdown procedures, and maintains control records.
- Maintains a variety of reports and documentation.
- Refers major problems to Information Technology Analyst IIs or vendors for service.

If assigned to Telecommunications (In addition to the I-Level duties):

- Installs, maintains, and repairs digital and analog microwave radio, fixed and mobile radio, multiplexing, electronic and electromechanical key switching equipment and ancillary electronic/telephone equipment such as encoders, decoders,

jacks, wiring, cables and power supplies.

- Climbs ladders, poles, towers, and structures to install, maintain, repair, or reconfigure radio communications or microwave antennas.
- Performs periodic tests on equipment to ensure compliance with Federal Communications Commission (FCC) rules and regulations and/or quality control directives.

If assigned to Geographic Information Technology (In addition to the I-Level duties):

- Builds and updates digital databases.
- Checks all layers of maps in order to ensure accuracy, identifying and marking errors and making corrections.
- Determines scales, line sizes, and colors to be used for hard copies of computerized maps.
- Monitors mapping work and the updating of maps in order to ensure accuracy, the inclusion of new and/or changed information, and compliance with rules and regulations.
- Digitizes geographic data as assigned.

II Level (In addition to the above):

- Administers, analyzes, designs, modifies and maintains the County networks and related computing environments including computer hardware, systems software, applications software, and all configurations; recommends changes to improve systems and network configurations and determine hardware and software requirements related to such changes.
- Analyzes computer program specifications and determines the logical sequence; converts project specifications and statements of problems and procedures to detailed logical flow charts for coding into computer language; designs program flow charts and reviews logic; codes logic flow into appropriate language; conducts program and module testing and develops test procedures; creates data for test run; reviews test results for logic correctness and program requirement; debugs program.
- Writes, updates, and maintains computer programs or software packages to handle specific jobs such as tracking inventory, storing or retrieving data, or controlling other equipment; solves problems in programming arising from software interfaces, complex design requirements, and the use of new sophisticated computer languages; consults with customers to clarify program intent, identify problems, and suggests changes.
- Plans, coordinates and implements security measures to safeguard information in computer files against accidental or unauthorized damage, modification or disclosure and to meet emergency data processing needs; modifies computer security files to incorporate new software, correct errors, or change individual access status; monitors use of data files and regulate access to safeguard information in computer files.
- Assists with the management of the day-to-day operations of the County Intranet and Internet websites; designs, builds, or maintains web sites, using authoring or scripting languages, content creations tools, management tools, and digital media; writes, designs, or edits web page content, or directs other producing content; analyzes customer needs to determine technical requirements; creates web models or prototypes that include physical, interface, logical, or data models.
- Prepares bid proposals and cost estimates; recommends and coordinates vendor selection.
- Performs research, planning and cost studies in support of various current and future County system requirements; evaluates the feasibility and compatibility of modification on existing or new systems.
- Assists customers to diagnose and solve data communications problems; develops and writes procedures for installation, use, and troubleshooting of communications hardware and software; adapts and modifies existing software to meet specific needs.
- Recommends changes to improve systems and network configurations, and determine hardware or software requirements related to such changes; confers with network customers about how to solve existing system problems.
- Participates in computer systems disaster recovery plan maintenance and implementation.
- Maintains needed files by adding and deleting files on the network server and backing up files to guarantee their safety in the event of problems with the network.
- Researches new technology and recommends infrastructure modifications and implements such changes.
- Maintains accurate records and documents action taken; researches regulations, procedures, and technical reference materials.
- Prepares and maintains a variety of reports and documentation.
- Refers the more complex applications and network system issues to the Senior Information Technology Analysts.

If assigned to Telecommunications (In addition to the II-Level duties):

- Plans, designs, implements, evaluates and modifies the County telecommunications systems including microwave radio, data transmission, telemetry, and the County telephone system; recommends and integrates new telecommunications equipment.
- Designs digital and analog systems, reconfigurations, and interfaces with common carrier, calculates path loss, prepares

layout plans, technical drawings and circuit wiring diagrams; determines type, size, placement and supporting structure of antennas and power supplies.

- Develops system layout, wiring and modification diagrams; performs coverage tests and interference studies and investigates intermittent problems.
- Programs radio and telephone equipment needed.

If assigned to Geographic Information Technology (In addition to the II-Level duties):

- Collects and evaluates information about specific features of the County using aerial photography and other digital remote sensing techniques.
- Revises existing maps and charts, making all necessary corrections and adjustments.
- Compiles data required for map preparation, including aerial photographs, survey notes, records, reports, and original maps.
- Inspects final compositions to ensure completeness and accuracy.
- Determines map content and layout, as well as production specifications such as scale, size, projection, and colors, and direct production to ensure that specifications are followed.
- Examines and analyzes data from ground surveys, reports, aerial photographs, and satellite images to prepare topographic maps, aerial-photograph mosaics, and related charts.
- Delineates aerial photographic detail such as control points, hydrography, topography, and cultural features using precision stereo-plotting apparatus or drafting instruments.

Important:

- Comply with all County equipment and safety policies and procedures, and California Occupational Safety and Health Administration (CalOSHA) rules and regulations.
- Assists in billing activities for computer equipment and supplies.
- Uses standard office equipment in the course of the work; uses hand and power tools to install hardware and cabling.
- May drive a personal or County motor vehicle in the course of the work to visit various departmental work sites.

EMPLOYMENT STANDARDS:

Knowledge of:

I Level:

- Electronic equipment, and computer hardware and software, including applications and programming.
- Design techniques, tools, and principles involved in production of precision technical plans, blueprints, drawings, and models.
- English language structure and content including the meaning and spelling of words, rules of composition, and grammar.
- Arithmetic, algebra, geometry, trigonometry, statistics, and their applications.
- Machines and tools, including their designs, uses, repair and maintenance.
- Principles and processes of providing customer service including, customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
- Administrative and clerical procedures and systems such as word processing, managing files and records, designing forms, and other office procedures and terminology.
- Safe work methods and safety regulations and precautions pertaining to the work.

II Level (In addition to the above):

- Electronic equipment, and computer hardware and software, including applications and programming utilized by the County.
- County and departmental operations, terminology, rules, policy and procedure.
- Principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects.

If assigned to Telecommunications (In addition to the II-Level):

- Transmission, broadcasting, switching, control, and operation of telecommunications systems.
- Federal Communications Commission (FCC) rules and regulations governing the operation and repair of governmental radio transmitters and receivers.

If assigned to Geographic Information Technology (In addition to the II-Level):

- Raw materials, production processes, quality control, costs, and other techniques for maximizing the effective manufacture and distribution of goods.
- Principles and methods for describing the features of land, sea, and air masses, including their physical characteristics, locations, interrelationships, and distribution of plant, animal and human life.

Skill in:**I Level:**

- Reviewing information to determine appropriate cause of action.
- Conducting tests and inspections of products, services, or processes to evaluate quality or performance.
- Generating or adapting equipment and technology to serve customer needs.
- Installing equipment, machines, wiring, or programs to meet specifications.
- Writing computer programs for various purposes.
- Determining causes of operating errors and deciding what action to take.
- Managing one's own time and the time of others.
- Working in a united team environment.
- Using mathematics to solve problems.
- Identifying information by categorizing, estimating, recognizing differences or similarities, and detecting changes in circumstances or events.
- Keeping up-to-date technically and applying new knowledge to your job.
- Talking to others to convey information effectively.
- Entering, transcribing, recording, storing, or maintaining information in written or electronic/magnetic form.
- Performing maintenance on equipment and determining when/what kinds of maintenance/tools are needed.
- Operating hand and power tools related to the work.

II Level (in addition to the above):

- Analyzing and using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Identifying complex problems, analyzing the information and evaluating the results to develop and evaluate options and implement solutions.
- Considering the relative costs and benefits of potential actions to choose the most appropriate one.
- Analyzing needs and product requirements to create a design.
- Controlling operations of equipment or systems.
- Determining how a system should work and how changes in conditions, operations, and the environment will affect outcomes.
- Identifying measures or indicators of system performance and the actions needed to improve or correct performance, relative to the goals of the system.
- Understanding the implications of new information for current/future problem-solving and decision-making.
- Using relevant information and individual judgment to determine whether events or processes comply with laws, regulations, or standards.
- Selecting and using training/instructional methods and procedures appropriate for the needs of the audience.

Ability to:

- Apply general rules to specific problems to produce answers that make sense.
- Recognize something is wrong or is likely to go wrong.
- Generate or use different sets of rules for combining or grouping things in different ways.
- Combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events).
- Quickly and accurately compare similarities and differences among sets of letters, numbers, objects, pictures, or patterns. The things to be compared may be presented at the same time or one after the other. This ability also includes comparing a presented object with a remembered object.
- Choose the right mathematical methods or formulas to solve a problem.
- Read and understand information and ideas presented in writing and verbally.
- Communicate effectively in writing and verbally as appropriate for the needs of the audience.
- Give full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- Observe, receive and obtain information from all relevant sources.
- Maintain composure in difficult situations.
- Apply detail and thoroughness in completing tasks.
- Concentrate on a task over a period of time without being distracted.

Physical Demands: The physical demands and work environment described here are representative of those that must be met by the employee to successfully perform the essential function of the job, with or without accommodation. Prospective employees must complete a pre-employment medical exam (Occupational Group III) which will measure the ability to:

- Properly handle equipment and supplies weighing up the 25 pounds on routine basis.
- Properly handle equipment weighing up between 40 – 80 pounds, occasionally.
- See well enough to read fine print and view a computer screen; speak and hear well enough to understand, respond, and communicate clearly in person and on the telephone; independent body mobility sufficient to stand, sit, walk, stoop, and bend to access the work environment and a standard office environment; manual dexterity and sufficient use of hands, arms, and shoulders to repetitively operate a keyboard and to write; and the ability to sit or walk for prolonged periods of time.
- Perform physical activities that require considerable use of arms and legs and moving your whole body, such as climbing, lifting, balancing, walking, stooping, kneeling, crouching and crawling.

Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

Work Environment:

- May be required to work evenings, weekends and/or holidays as directed.
- May at times be exposed to loud noise levels. However, noise levels are typically quiet.

QUALIFICATIONS:

The minimum and preferred requirements are listed below. While the following requirements outline the minimum qualifications the County reserves the right to select applicants for further consideration who demonstrate the best qualifications match for the job. Meeting the minimum qualifications does not guarantee further participation in selection procedures:

INFORMATION TECHNOLOGY ANALYST I

MINIMUM:

Licenses and Certification:

- Obtain a valid California Class C driver's license within 10 days of employment.
- Prior to completion of probationary period, successfully complete one certification program as identified and determined by the department depending on the area of assignment: applications, network or operations.
- Ability to maintain the certification obtained during probationary period.

Education/Experience:

An Associate's Degree from an accredited college or university in Computer Science, Management Information Technology or a field related to the work and two years of relevant analytical network, applications and communications systems experience. A list of the coursework must be submitted with application. Candidates with strong experience who lack the education are encouraged to apply.

PREFERRED:

Education/Experience:

In addition to the minimum, additional relevant analytical network, applications and communications systems experience in a public agency setting.

INFORMATION TECHNOLOGY ANALYST II

MINIMUM:

Licenses and Certification (in addition to the above):

- Prior to completion of probationary period, successfully complete one certification program as identified and determined by the department depending on the area of assignment: applications, network or operations.
- Ability to maintain the certification obtained during probationary period.

Education/Experience (in addition to the above):

An Associate's Degree from an accredited college or university in Computer Science, Management Information Technology or a field related to the work and one year of experience at a level equivalent to the County's class of Information Technology Analyst I level. A list of the coursework must be submitted with application. Candidates with strong experience who lack the education are encouraged to apply.

PREFERRED:

Education/Experience:

In addition to the minimum, a Bachelor's Degree from an accredited college or university in Computer Science or Management Information Systems and additional relevant analytical network, applications and communications systems experience preferably in a public agency setting.

This class specification lists the major duties and requirements of the job. Incumbent may be expected to perform job-related duties other than those contained in this document.

Dept Approval: Doug McCoy

Date:

Signature: _____

Personnel Approval: Cindy Clark

Date:

Signature: _____

CLASSIFICATION SPECIFICATION



CLASSIFICATION: Public Health Nurse III
ALLOCATION: Health & Human Services
FLSA STATUS: Non-exempt
UNION AFFILIATION: YCEA

ESTABLISHED: Prior to 1990

REVISED: July 2010

JOB SUMMARY:

Provides programmatic oversight and review to multiple public health nursing programs; may direct or mentor the work of public health nursing staff on a relief or project basis; performs the full range of public health nursing services including teaching, health assessment, and counseling services in connection with the prevention and control of diseases and adverse health conditions; manages a patient caseload; performs related work as assigned.

Public Health Nurse III is the advanced journey level classification in this professional public health nurse series.

CLASS CHARACTERISTICS:

This classification oversees multiple programs for the most complex or sensitive public health nursing services, in addition to, mentoring or providing lead direction to assigned staff. These positions require a high degree of initiative to effectively manage the most complex or sensitive programs. Incumbents will develop recommendations consistent with directives, policies and regulations, and exercise professional judgment and independent decision making for assigned programs. This class is distinguished from the Supervising Public Health Nurse in that the latter is the first full supervisory class of this series.

EXAMPLES OF DUTIES:

Essential:

- Monitors, directs and reviews assigned programmatic areas; participates in program planning and development and provides input into program budgets and grants.
- Prepares grant applications and other funding requests and monitors fund expenditures as required.
- May plan, direct and review the work of assigned staff; may orient and mentor or train staff in work procedures.
- Plans and delivers in-service presentations for public health nurses.
- Investigates and resolves health problems, furnishes guidance and advice regarding preventative steps and community assistance to individuals and families.
- Provides professional instruction, counseling and guidance to individuals and groups related to the prevention of disease and the promotion of health.
- Identifies at-risk populations; develops strategies to meet identified needs and to provide primary prevention and health promotions services to the community.
- Performs case management activities which includes evaluating the health needs for individuals or special population groups and identifying the symptoms of physical, mental or emotional problems; provides referrals for individuals or families to medical providers, appropriate community agencies or other support services; follows up to ensure services have been obtained and meet the client's needs.
- Provides for prenatal and post-partum nursing; provides family planning information and counseling.
- Participates in the planning, operation and appraisal of a variety of public health clinics.
- Participates in epidemiological investigations in the home, school and the community.
- Interviews and instructs diagnosed and contact cases of communicable disease to promote cure and prevent contagion.
- Coordinates community health nursing activities with those of other County human service departments.

Important:

- Comply with all County equipment and safety policies and procedures, and California Occupational Safety and Health Administration (CalOSHA) rules and regulations.
- Maintains accurate records and prepares periodic and special reports as required.
- May participate in a variety of community screening, educational and related projects; may address community and school groups related to public health programs.
- Uses standard office equipment, including a computer, in the course of the work.

EMPLOYMENT STANDARDS:**Knowledge of:**

- Basic program administration principles and practices.
- Principles and practices of technical and functional supervision and training.
- Techniques for working successfully with other employees in a lead capacity.
- Principles, practices and techniques of providing public health nursing services including diagnosis and treatment, control and prevention of communicable and chronic illness, nutrition and its effect upon various age groups, normal growth and development, including aging and health guidelines for all age groups.
- Information and treatment techniques related to symptoms, treatment alternatives, drug properties and interactions, and preventive health-care measures.
- Mandatory reporting responsibilities related to suspected abuse or neglect of children, dependent adults, and the elderly.
- Sociological and emotional problems involved with the long-term care of individuals.
- Applicable laws, codes and regulations, including the California Nurse Practice Act.
- Demographic, bio-statistical and data collection methods used in evaluating public health rules and regulations.
- Principles and practices of health education, counseling, interviewing, instruction and history taking.
- Computer applications related to the work.
- Community and public agency resources available to the clients served, including extended nursing care.
- Techniques for dealing with a variety of individuals from various socio-economic, ethnic and cultural backgrounds.

Skill in:

- Administering and overseeing specific programs and program budgets.
- Planning, assigning, directing and reviewing the work of staff.
- Training staff in work procedures.
- Assessing normal health and behavior and developing, implementing effective treatment plans including managing a case.
- Interpreting, applying and explaining laws, rules, policies, procedures and technical information.
- Communicating clear and accurate information regarding clients to physicians and other health providers.
- Establishing, maintaining and researching patient files.
- Preparing clear and accurate procedures, educational materials, reports, correspondence and other written materials.
- Using initiative and independent judgment within established policy and procedural guidelines.
- Identifying cultural differences in community health care practices.
- Dealing successfully with a variety of individuals from various socio-economic, ethnic and cultural backgrounds.

Ability to:

- Exercise initiative and sound judgment and make appropriate recommendations.
- Interpret, apply and adapt County and department policies, procedures, rules and regulations.
- Communicate and work effectively with public health personnel, health professionals, representative of other agencies and the public.
- Give full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate and not interrupting at inappropriate times.
- Use patience, tact and courtesy
- Maintain accurate records and files.

Physical Demands: The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential function of the job, with or without accommodation. Prospective employees must complete a pre-employment medical exam (Occupational Group V) which will measure the ability to:

- See well enough to read fine print and view a computer screen; speak and hear well enough to understand, respond, and communicate clearly in person and on the telephone; independent body mobility sufficient to stand, sit, walk, stoop and bend to access the work environment and a standard office environment; manual dexterity and sufficient use of hands, arms and shoulders to repetitively operate a keyboard and to write; and the ability to sit or walk for prolonged periods of time.
- Mobility to work in a typical clinic setting and use equipment standard to the field.
- Work with infected individuals and tolerate exposure to communicable diseases.
- Lift, carry, push and/or pull equipment and supplies weighing up to 25 pounds on a routine basis.
- Drive a personal motor vehicle in order to visit various work sites and/or attend meetings.

Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

Work Environment:

- Work in a standard office or clinic setting.
- Work may require exposure to sources of potentially contagious pathogens in the course of field duties, while wearing personal protective equipment.
- May be required to work extended hours.
- May be required to attend meetings outside of normal business hours.
- Will be required to be available for call back in emergency situations.

QUALIFICATIONS:

The minimum and preferred requirements are listed below. While the following requirements outline the minimum qualifications the County reserves the right to select applicants for further consideration who demonstrate the best qualifications match for the job. Meeting the minimum qualifications does not guarantee further participation in selection procedures:

Licenses and Certification:

- The ability to obtain a valid California Class C driver's license within ten (10) days of employment.
- Possess license as a Registered Nurse in the State of California.
- Possess certification as a Public Health Nurse in the State of California.

Special Requirements:

- Successfully complete an extensive and thorough background investigation which includes Live Scan fingerprinting.

Education and Experience:

MINIMUM: Graduation from a four year college or university with major course work in nursing, possession of a license as a Registered Nurse, a Public Health Nurse certificate, and two years of experience equivalent to the County's class of Public Health Nurse II.

PREFERRED: In addition to the minimum, a Master's in Nursing or a health related field and three years experience equivalent to the County's class of Public Health Nurse II.

This class specification lists the major duties and requirements of the job. Incumbent may be expected to perform job-related duties other than those contained in this document.

Dept Approval: Department Head
Date:

Signature: _____

Personnel Approval: Analyst
Date:

Signature: _____

CLASSIFICATION SPECIFICATION



CLASSIFICATION: Registered Nurse
ALLOCATION: Health & Human Services
FLSA STATUS: Non-exempt
UNION AFFILIATION: YCEA

ESTABLISHED: Prior 1985
REVISED: March 2011

JOB SUMMARY:

Provide and/or direct the provision of quality nursing care and assessment to both adult and pediatric patients in a variety of settings in conjunction with or under the direction of a licensed physician and in accordance with facility policies and procedures; work closely with patient, family and other health care providers to coordinate cost effective care and perform related duties as assigned.

This is the entry level in the nursing series.

CLASS CHARACTERISTICS:

This position reports directly to a Supervising Public Health Nurse. This class is distinguished from the Public Health Nursing series in that the latter have broader responsibility for health assessment, education, disease prevention and home health care on a community-wide basis. It is further distinguished from the Correctional Facility Registered Nurse in that the latter provides direct nursing services in a secure correctional facility.

EXAMPLES OF DUTIES:

Essential:

- Promote general health in the community through education and outreach; instruct clients and families on the steps to take to improve or maintain health; teach patients, families and the community how to manage their illnesses or injuries; participate in general health screenings, immunization clinics, and public seminars on topics such as nutrition, health conditions, and exercise and wellness programs; identify resources and encourage clients to follow up on medical, dental, nutritional, and mental health conditions found during health assessment screenings.
- Administer general nursing care to patients in a clinic or community setting; perform nursing procedures such as administer medications or immunizations and proscribed medical treatments; observe patients' conditions and behaviors; report significant changes to supervisor or physician; record nursing notes on patient chart; give first aid as needed.
- Perform initial assessment and evaluations; interview and observe patients to ascertain medical history and current condition; review patient's records; take vital signs, assess current condition, and record and report all information.
- Assemble treatment supplies, prepares patient for examination and assist in the examination and treatment of patient.
- Develop a care plan in conjunction with the attending physician; review and update the plan according to patient's or client's status and facility policy.
- If assigned to Adult Services, investigate allegations of abuse, neglect, exploitation and self neglect, regarding the elderly and disabled, dependent adults; provide health assessments, timely case planning and on-going case management services.
- Confer with and report to physician patient progress under the adopted treatment or care plan.
- Evaluate the effectiveness of developed treatment plans; recommend discontinuance or modifications after conference with the attending physician, the client and support services staff.
- If assigned to the clinic, works closely with physicians to carry out prescribed medical treatment, such as dressing wounds, observing patients and their reactions to treatment, administering specified medication and taking samples for routine laboratory tests.
- Participate in the continuing analysis and evaluation of services in the nursing area to which assigned; receive complaints and concerns from clients or families, medical practitioners and resolves complains and/or follows through in conjunction with supervisory staff.
- Make referrals to other County departments and community agencies that can provide the required services in a cost-effective manner.
- Follow departmental policy and procedure when administering medication, treatments, preventative and therapeutic procedures; document actions in accordance with defined procedures.
- Administer prescribed medication; give diagnostic skin tests and read results; prepare, sterilize and maintain instruments and other equipment used in diagnosis and treatment; and take proper care of specimens obtained.

- Maintain records, inventory and physical security of drugs and medical supplies; set up and stock medication cart, crash cart, and supplies; order and request supplies as needed.
- Follow specified safety practices and procedures related to the work.
- Maintain current knowledge of procedures and policies related to the nursing specialty to which assigned; assist in orienting and training nursing and support staff.
- Prepare records and reports; may prepare statistical reports to document immunizations administered for purposes of funding grant programs.

Important:

- Comply with all County equipment and safety policies and procedures, and California Occupational Safety and Health Administration (CalOSHA) rules and regulations.
- Promote and maintain effective working relationships and communications within the department and between departments.
- Participate in in-service training regarding skilled nursing and nursing management; maintain required current certifications.
- Perform a variety of office support duties and use standard office equipment in support of the skilled nursing services function.
- Drive a motor vehicle to visit homes and other sites in the course of the work.

EMPLOYMENT STANDARDS:

Knowledge of:

- Principles and practices of skilled nursing care in a variety of facilities and settings.
- Principles and practices of nursing service provision specific to the functional area to which assigned.
- Use and care of the varied equipment required to provide nursing services.
- Principles and practices of work assignment, direction and review for contract and County staff.
- Safety practices and procedures related to the work, including those related to communicable diseases.
- Applicable laws, codes and regulations including the California Nurse Practice Act.
- Computer applications related to the work.
- Principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
- Record-keeping principles and practices, including procedures and proper techniques for documenting all actions.
- Community and public agency resources available to the clients served, including extending nursing care.
- Mandatory reporting responsibilities related to suspected abuse or neglect of children, dependent adults, and the elderly.
- Techniques for explaining technical matters and non-technical matters to those who may not be familiar with the terms and practices.
- Techniques for dealing with a variety of individuals from various socio-economic, ethnic and cultural backgrounds.

Skill in:

- Providing skilled nursing services in a variety of settings.
- Assessing patient status and needs and taking appropriate action to provide for the modification of treatment plans to maximize care effectiveness.
- Using and maintaining the equipment common to the nursing occupation.
- Interpreting, applying and explaining rules, policies, procedures and technical information.
- Providing effective nursing services, administering injections, assessing difficult situations and taking effective course of action.
- Analyzing and resolving varied nursing and patient care problems.
- Preparing clear and accurate reports, correspondence and other written materials.
- Directing the work of contract and County support staff; orienting and instructing staff in work procedures.
- Using initiative and independent judgment within established procedural guidelines.
- Performing skilled nursing and making sound decisions in emergency situations.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.
- Dealing successfully with a variety of individuals from various socio-economic, ethnic and cultural backgrounds.

Ability to:

- Assess and prioritize multiple tasks, projects and demands.
- Interpret, apply and adapt County and department policies, procedures, rules and regulations.
- Combine pieces of information to form general rules or conclusions, including finding a relationship among seemingly unrelated events.
- Communicate and work effectively with public health personnel, health professionals, representatives of other agencies and the public.
- Perform calmly, purposefully and appropriately in emergency and stressful situations.
- Use tact, patience, courtesy, discretion and prudence in dealing with those contacted in the course of the work
- Give full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate and not interrupting at inappropriate times.
- Maintain accurate records and files.

Physical Demands: The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential function of the job, with or without accommodation. Prospective employees must complete a pre-employment medical exam (Occupational Group V) which will measure the ability to:

- See well enough to read fine print and view a computer screen for prolonged periods of time and to distinguish fine shades of color.
- Speak and hear well enough to understand, respond, and communicate clearly in person and on the telephone.
- Independent body mobility sufficient to stand, sit, walk, stoop and bend to access the work environment and a standard office environment; manual dexterity and sufficient use of hands, arms and shoulders to repetitively operate a keyboard, write and to use equipment standard to the field; and the ability to sit or walk for prolonged periods of time.

Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

Work Environment:

- Typical office, clinic, community outreach, and/or home care setting.
- Work may require exposure to sources of potentially contagious pathogens in the course of field duties, while wearing personal protective equipment.
- May be required to work extended hours.
- May be required to attend meetings outside of normal business hours.
- Will be required to be available for call back in emergency situations.

QUALIFICATIONS:

The minimum and preferred requirements are listed below. While the following requirements outline the minimum qualifications, Human Resources reserves the right to select applicants for further consideration who demonstrate the best qualifications match for the job. Meeting the minimum qualifications does not guarantee further participation in selection procedures.

Licenses and Certification:

- The ability to obtain a valid California Class C driver's license within ten (10) days of employment; maintain valid California Class C driver's license.
- Possess licensure as a Registered Nurse issued by the California Board of Nursing Education and Registration.
- Possess a current valid CPR Certification or obtain within the first six months of employment; maintain valid certification.

Special Requirements:

- Must successfully complete an extensive and thorough background investigation which includes Live Scan fingerprinting prior to hire.
- Will be required to perform disaster service activities pursuant to Government Code 3100-3109.

Education and Experience:

MINIMUM: Graduation from an accredited nursing school as required to obtain California registration.

PREFERRED: In addition to the minimum, five (5) years Registered Nursing experience

This class specification lists the major duties and requirements of the job. Incumbent may be expected to perform job-related duties other than those contained in this document.

Health & Human Services Approval:
Suzanne Nobles
Date:

EEOC: B
WC: 9410

Human Resources Approval: Iva Seaberg
Date:

Signature: _____

Signature: _____

DUTY STATEMENT

Title: PHN III / CCS Administrator
(5% CCS Administrator, 85% CCS Nurse Case Manager, 10% General)
Lynne Olsen

Reports To: Supervising PHN

Definition: Provides programmatic oversight to the CCS program and provides lead direction to the CCS staff.

Duties:

CCS

- .5% Furnish medical opinions on decisions and relating to adjudication of administrative appeals based on program medical eligibility and benefit laws, regulations, and policies. Determine estimated cost of medical care for exceptional cases.
- .5% Collaborate with physician groups, health department staff (e.g., public health nurses), CHDP, WIC, school nurses, hospital, and managed care professional staff to improve the availability and use of medical services.
- .5% Participate in coordination activities to develop the program in relation to other agencies such as Regional Centers, Medi-Cal field offices, local education agencies, public health agencies (including maternal, child, and adolescent health services), Medi-Cal Managed Health Care Program.
- 2% Participate in multi-year planning to develop goals, objectives, activities, and evaluation tools in order to measure outcomes. Monitor yearly budgets to implement program plan within program appropriations in accordance with CMS Plan and Fiscal Guidelines. Orient and monitor personnel responsible for implementing the CCS program according to the Staffing Standards. Plan, direct, and review the work of CCS staff. Assure that CCS funded personnel perform only allowable functions, audit trail is maintained for all expenditures, and staff complete time studies a minimum of one month a quarter and retain on file. Develop and review program standards, regulations, policies, procedures, and health-related educational materials. Formulate and apply program administrative policies. Prepare program-related reports, documents, and correspondence.
- .5% Develop and review medically related regulations, policies and procedures, and other health care service standards. Interpret CCS program standards and policy letters to physicians and other health care professionals.
- 1% Identify and implement quality management procedures relating to the medical services aspect of the program that would cover areas such as: authorization of health care services, appropriateness of health care delivery, etc. Perform county, regional, and state program reviews; evaluate performance, attainment of goals/objectives, measure outcomes, etc. Develop and utilize medical criteria to review claims, reporting forms, and client charts for the purpose of evaluating the appropriateness and adequacy of medical and allied professional health care.

Duty Statement

Title: Public Health Nurse I/II/III
CCS Medical Case Manager

(85% CCS Medical Case Manager, 5% CCS Administrator, 10% General)
Lynne Olsen

(80% CCS Medical Case Manager, 20% General)
Mike Huynh

Reports To: CCS Administrator (programmatically) and/or CMS SPHN

Definition: Responsible for the day to day CCS Medical Case Management activities. This must be a Skilled Professional Medical Person (SPMP).

Duties: Using skilled professional medical expertise to:

70% 70% Perform administrative medical case management activities such as:

Determining the medical rationale to ensure timely and appropriate medical follow-up.

Collecting and interpreting information regarding the applicant/client's medical status and his/her needs for medical services; conducting hospital-based utilization review activities to determine number of days for approval; identifying resources and referrals needed to support a patient's care in the home for his/her medical condition.

Initiating a proactive medical case management plan, including a review of the adequacy and availability of medical services for the applicant/client and participation in medical case management conferences to coordinate medical service needs and program benefits.

Reviewing literature and research articles to determine eligibility and/or benefits relating to a client's specific medical condition.

Reviewing complex physician billing and making fee determinations.

Providing information on specialized medical program services available to medically high-risk children and their families.

Furnishing medical opinions on decisions relating to adjudication of administrative appeals based on program medical eligibility and benefit laws, regulations, and policies.

Determining the estimated cost of medical care for exceptional cases.

Determining the authorizations to be issued for medical services and benefits to paneled medical/allied health providers and vendors based on knowledge and application of program standards and county requirements.

5% 2.5% SPMP Intra/Interagency Collaboration activities such as:

Collaborating with physician groups, health department staff (e.g., public health nurses), CHDP, WIC, school nurses, hospital, and managed care professional staff

to improve the availability and use of medical services.

- | | | |
|------|------|---|
| 5% | 2.5% | Participating in SPMP Program Planning and Policy Development and Quality Management activities such as:

Developing educational resources regarding CCS services and benefits for use by patients/families, providers, and community agencies.

Interpreting CCS program standards and policy letters to physicians and other health care professionals.

Participating in county program reviews; evaluate performance, attainment of goals/objectives, measure outcomes, etc. |
| 2.5% | 2.5% | SPMP and Non-SPMP training activities such as:

Participating in county, regional, and state-conducted medical training sessions/meetings and attending professional education programs relevant to the role of the medical professional and/or to medical administration of the program(s).

Participating in program-required and/or county, regional, and statewide workshops, meetings, and educational sessions relating to the scope of program benefits and changes in program management. |
| 2.5% | 2.5% | Program Specific Administration activities such as:

Reviewing program standards, regulations, policies, procedures, and health-related educational materials.

Reviewing literature and research articles to apply up-to-date knowledge in delivery of health care services.

Preparing program-related reports, documents, and correspondence. |

DUTY STATEMENT

Title: IT Analyst
(5% CCS, 95% General)
Vacant

Reports To: Administrative Services Manager

Definition: Provides the Information Technology support for the CCS Program.

Duties:

CCS

5%

Maintains and updates application software. Sets up new users.

DUTY STATEMENT

TITLE: Supervising Public Health Nurse & CHDP Deputy Director
(Average 6.25% CHDP, 2% HCPCFC, 50% MCAH; 11% SNAP-Ed; 29-32% General.)
Mary Troester

REPORTS TO: Director of Nursing

DEFINITION: Under the direction of the Director of Nurses assigns, directs, and reviews the work of all assigned nursing personnel and related staff; assists in program planning, implementation and evaluation of nursing and related programs; performs the full range of public health nursing services including teaching, health assessment, and counseling services in connection with adverse health conditions.

DUTIES:

CHDP

- 1.0% Participate in multi-year planning to develop goals, objectives, activities, and evaluation tools in order to measure outcomes.
- 1.0% Develop, monitor, and revise yearly budgets to implement program plan within program allocations in accordance with CMS Plan and Fiscal Guidelines.
- 0.5% Develop and review program standards, regulations, policies, procedures, health-related educational materials.
- 1.0 % Develop, conduct, and/or participate in provider in-services and/or workshops and state-conducted medical training sessions/meetings.
- 0.5% Participate in State and Regional Deputy Director meetings
- 0.25% Ensure that annual Eligibility Specialist trainings are conducted using materials consistent with federal informing requirements.
- 0.5% Conduct site reviews and chart audits utilizing CHDP Site and Medical Record Review tools.
- 1.0% Collaborate with groups of physicians, health department staff (e.g., public health nurses), CHDP, WIC, school nurses, hospital, and CalWorks staff to improve the availability and use of medical services.
- 0.5% Interpret the medical aspects of CHDP, including the CHDP Health Assessment Guidelines, to recruit and maintain medically qualified providers.

HCPCFC

- 0.75% Assure medical input into the negotiation, implementation, and monitoring of the PHN role and activities as outlined in the HCPCFC Memorandum of Understanding with the local departments of social services and probation. Participate in coordination activities to develop the medical and health care services role of the public health nursing program in foster care in relation to other agencies such as Regional Centers, Medi-Cal field offices, local education agencies (LEAs), public health agencies (including maternal, child, and adolescent health services), Medi-Cal Managed Care Plans, hospitals, and CCS Special Care Centers.
- 0.75% Participate in multi-year planning to develop goals, objectives, activities, and

evaluation tools in order to measure outcomes. Review and use HCPCFC data in program planning and evaluation. Develop, monitor, and revise annual budgets within program appropriations, in accordance with CMS Plan and Fiscal Guidelines. Recruit and evaluate PHN personnel responsible for implementing the HCPCFC program in accordance with the Welfare and Institutions Code, Sec. 16501.3 and the HCPCFC Model Scope of Work activities. Assure that HCPCFC funded PHN personnel perform only allowable functions and complete time studies a minimum of one month a quarter. Assure that an audit trail is maintained and all appropriate documentation is retained on file. Evaluate the impact of the PHN on the foster care team and the health status of clients in foster care. Prepare program-related reports, documents, and correspondence.

0.5%

Review medical and social services literature and research articles, requiring medical expertise, with a focus on clinical issues, health care service delivery, and ongoing evaluation of the health care needs of clients in foster care. Provide supervision and evaluation of the PHN(s) in the performance of their professional program activities.

DUTY STATEMENT

Title:	Public Health Nurse III (Average 39.75% CHDP, 30% Tobacco, 7% PHEP, 5% Pan Flu, 0-12.5% General) Cheryl Andersen, PHN III
Reports To:	Supervising Public Health Nurse / CHDP Deputy Director
Definition:	The CHDP PHN III works under the direction of the CHDP Deputy Director. The role of the PHN III in the CHDP program is to provide support to the Deputy Director in the areas of Administrative Medical Case Management and Quality Management of CHDP providers.
Duties:	Using skilled professional medical expertise: CHDP 4% Orient new RNs or PHNs in the program as needed regarding their work in CHDP follow-up and data keeping. 8% Oversee quality of work of CHDP PHN or RN 4% Provide annual Eligibility Specialist trainings using materials consistent with federal informing requirements. 9% Develop, provide and/or facilitate provider in-services and/or workshops. 9% Conduct CHDP Provider Facility and Medical Record Reviews utilizing CHDP Facility and Medical Record Review tools. 1.75% Participate in medical case conferencing with other agencies regarding client's medical condition to coordinate medical services needs and program benefits including a review of the adequacy and availability of medical services for the applicant/client. 1% Interpret the medical aspects of CHDP, including the CHDP Health Assessment Guidelines, to recruit and maintain medically qualified providers. 2% Coordinate/network with other program/services such as WIC immunization, oral health, child abuse, and injury prevention. 1% Attend professional education programs relevant to the role of the medical professional and/or medical administration of the program(s).

DUTY STATEMENT

- Title: CHDP Public Health Nurse I/II
(Average 19.5% CHDP, 28% Immunization, 51-54% General)
Sara Harriman (1st and 2nd Quarters)
- Reports To: Supervising Public Health Nurse/CHDP Deputy Director
- Definition: The CHDP PHN I/II works under the direction of the Deputy Director. The role of the PHN in the CHDP Program is to provide support to the Deputy Director in the areas of Administrative Case Management and Quality Management of CHDP Providers.
- Duties: Using skilled professional medical expertise:
- 14.5% Explain the significance of actual and suspected medical conditions to clients and their families; identify resources and encourage clients to follow up on medical, dental, nutritional, and mental health conditions coded with a 4 or 5 during health assessment screens.
 - 3% Track the statistics that are necessary to report on Performance Measures for the CHDP Program
 - 1% Participate in medical case conferencing with other agencies regarding client's medical condition to coordinate medical services needs and program benefits including a review of the adequacy and availability of medical services for the applicant/client.
 - 1% Follow up on Newborn Hearing Screening referrals to help ensure infants have been re-screened if they failed their Newborn Hearing Screening

DUTY STATEMENT

- Title: CHDP RN
(60% CHDP, 40% General)
Sarah Hawkins (3rd and 4th quarters)
- Reports To: Supervising Public Health Nurse/CHDP Deputy Director
- Definition: The CHDP RN works under the direction of the Deputy Director. The role of the RN in the CHDP Program is to provide support to the Deputy Director in the areas of Administrative Case Management and Quality Management of CHDP Providers.
- Duties: Using skilled professional medical expertise:
- 38% Explain the significance of actual and suspected medical conditions to clients and their families; identify resources and encourage clients to follow up on medical, dental, nutritional, and mental health conditions coded with a 4 or 5 during health assessment screens.
 - 10% Track the statistics that are necessary to report on Performance Measures for the CHDP Program
 - 7% Identify and/or develop educational materials to support the CHDP providers in providing well child care to Yuba County children
 - 3% Participate in medical case conferencing with other agencies regarding client's medical condition to coordinate medical services needs and program benefits including a review of the adequacy and availability of medical services for the applicant/client.
 - 2% Follow up on Newborn Hearing Screening referrals to help ensure infants have been re-screened if they failed their Newborn Hearing Screening

DUTY STATMENT

- Title:** Foster Care Public Health Nurse (PHN)
Christle Chung, PHN I/II
(32% HCPCFC, 68% Children's Services)
- Reports To:** Supervising Public Health Nurse
- Definition:** Under the direction of the CHDP Deputy Director and in support of the CHDP Program the PHN I/II position will perform a variety of public health nursing duties focused on the concepts of health care coordination for children in foster care. The PHN is expected to exercise independent, professional judgment in dealing with the complex needs and problems faced by children in foster care, their families and service providers. Additionally the PHN must have a thorough and detailed knowledge of the laws, regulations, and procedures governing other health programs available to Medi-Cal patients and children in foster care who do not have Medi-Cal.
- 2% Inform and assist child/youth in foster care and foster care providers about the need to obtain preventive health services within 30 days of placement, and maintain ongoing care through medical, dental, mental health and developmental services provided through the Child Health and Disability Prevention, Medi-Cal, and Denti-Cal programs.
- 10% Collect and interpret information regarding the client's health status and his/her needs for services to caseworkers, foster care providers, judicial court officers, health care providers; explain the significance of actual and suspected medical conditions to clients, caseworkers, foster care providers and others; identify resources and assist clients, their caseworkers and foster care providers in obtaining comprehensive assessments and treatment services.
- 3% Evaluate and prioritize the client's medical and health care needs based on information obtained from interviews of biological parents, medical and school record reviews, and other medical documentation, etc.
- 3% Consult with the caseworker, foster care provider, and health care provider to develop and update a health plan in the client's case plan.
- 2% Provide follow-up consultation on changes in health status, service needs, and effectiveness of services provided to promote continuity of care.
- 2% Collaborate with the caseworker, biological parent and foster care provider to ensure that all necessary medical/health care information is available to those responsible for providing health care for the client, including the Health and Education Passport or its equivalent.
- 2% Interpret medical information on specialized health services for medically high-risk clients and assist the caseworkers and foster care providers to obtain referrals for necessary services.
- 1% Collaborate with caseworkers, medical, dental, mental and developmental health providers, Independent Living Skills Program coordinators, foster care providers,

Foster Family Agencies, Group Homes, health department staff (e.g., public health nurses), CHDP, WIC, school nurses, hospital, and managed care professional staff to improve the availability and use of medical services.

- 2% Assure that the Health and Education Passport or its equivalent is present and updated as necessary.
- 1% Prepare program-related reports, documents, and correspondence.
- 2% Participate in program-required and/or county, regional, and statewide workshops, meetings, and educational sessions relating to the scope of program benefits and changes in program management.
- 1% Provide program information to caseworkers, juvenile court officers, foster care providers, foster family agencies, group homes, and other service agencies on the public health nursing services available through the HCPCFC.
- 1% Review medical and social services literature and research articles, requiring medical expertise, with a focus on clinical issues, health care service delivery, and ongoing evaluation of the health care needs of clients in foster care.

California Children's Services Caseload Summary Form

County: YUBA COUNTY

Fiscal Year: 2011/2012

		A	B			
	CCS Caseload 0 to 21 Years	08-09 Actual Caseload	% of Grand Total	09-10 Actual Caseload	% of Grand Total	10-11 Estimated Caseload based on first three quarters
MEDI-CAL						
1	Average of Total Open (Active) Medi-Cal Children	997	62.27%	1156	66.47%	1203
2	Potential Case Medi-Cal	69	4.31%	85	4.89%	198
3	TOTAL MEDI-CAL (Row 1 + Row 2)	1066	66.58%	1241	71.36%	1401
NON MEDI-CAL						
Healthy Families						
4	Average of Total Open (Active) Healthy Families	269	16.80%	255	14.66%	219
5	Potential Cases Healthy Families	20	1.25%	2	0.12%	0
6	Total Healthy Families (Row 4 + Row 5)	289	18.05%	257	14.78%	219
Straight CCS						
7	Average of Total Open (Active) Straight CCS Children	187	11.68%	141	8.11%	171
8	Potential Cases Straight CCS Children	59	3.69%	100	5.75%	143
9	Total Straight CCS (Row 7 + Row 8)	246	15.37%	241	13.86%	314
10	TOTAL NON MEDI-CAL (Row 6 + Row 9)	535	33.42%	498	28.64%	533
GRAND TOTAL						
11	(Row 3 + Row 10)	1601	100.00%	1739	100.00%	1934

CHDP Program Referral Data

Complete this form using the Instructions found on page 4-8 through 4-10.

County/City:	FY 08-09	FY 09-10	FY 10-11
Basic Informing and CHDP Referrals			
1. Total number of CalWORKs/Medi-Cal cases informed and determined eligible by Department of Social Services	7332		4870
2. Total number of cases and recipients in "1" requesting CHDP services	Cases	Recipients	Cases
a. Number of CalWORKs cases/recipients	217	466	15
b. Number of Foster Care cases/recipients	55	83	27
c. Number of Medi-Cal only cases/recipients	64	120	90
3. Total number of EPSDT eligible recipients and unborn, referred by Department of Social Services' workers who requested the following:			
a. Medical and/or dental services	114	70	42

b. Medical and/or dental services with scheduling and/or transportation	279	173	3
c. Information only (optional)	276	56	87
4. Number of persons who were contacted by telephone, home visit, face-to-face, office visit, or written response to outreach letter	61	103	36
Results of Assistance			
5. Number of recipients actually provided scheduling and/or transportation assistance by program staff	0	0	0
6. Number of recipients in "5" who actually received medical and/or dental services	0	0	0

Memoranda of Understanding/Interagency Agreement List

List all current Memoranda of Understanding (MOUs) or Interagency Agreements (IAAs) in California Children's Services, Child Health and Disability Prevention Program, and Health Care Program for Children in Foster Care. Specify whether the MOU or IAA has changed. Submit only those MOUs and IAAs that are new, have been renewed, or have been revised. For audit purposes, counties or cities should maintain current MOUs and IAAs on file.

County/City: Yuba County**Fiscal Year: 2011-12**

Title or Name of MOU/IAA	Is this a MOU or an IAA?	Effective Dates From / To	Date Last Reviewed by County/ City	Name of Person Responsible for this MOU/IAA?	Did this MOU/IAA Change? (Yes or No)
Vision Service Plan	MOU	1998	2012	Supervising PHN / Marge Troester	No
Health Net	MOU	1998	2012	Supervising PHN / Marge Troester	No
Access Dental	MOU	1998	2012	Supervising PHN / Marge Troester	No
DentiCare	MOU	1999	2012	Supervising PHN / Marge Troester	No
HCPCF	MOU	July 2011- June 2013	01/2012	Supervising PHN / Marge Troester	No
Healthy Families and CCS MOU	MOU	2000	2012	Supervising PHN / Marge Troester	No
DSS	IAA	July 2011 – June 2013	01/2012	Supervising PHN / Marge Troester	No
Safe Guard Vision	MOU	2005	2012	Supervising PHN / Marge Troester	No
Blue Cross	MOU	2006	2012	Supervising PHN / Marge Troester	No
Eyemed Vision Care	MOU	2005	2012	Supervising PHN / Marge Troester	No

Yuba County CHDP Program Interagency Agreement

Fiscal Years 2011-2012 and 2012-2013

I. Statement of Agreement

This statement of agreement is entered into between the Health Services Division of the Yuba County Health and Human Services Department and the Social Services Division of the Health and Human Services Department to assure compliance with Federal and State regulations and the appropriate expenditure of Early and Periodic Screening, Diagnosis, and Treatment (EPSDT) funds in the implementation of the Child Health and Disability Prevention (CHDP) Program.

II. Statement of Need

The following specific needs in Yuba County have been identified by the Health and Social Services departments as a focus for FY's 2011-2012 and 2012-2013.

- A. To convey full information to all Medi-Cal eligible recipients (under age 21) and/or parents regarding availability of CHDP services. Specific objectives include assuring that CHDP personnel continue to provide staff education to the Social Services Division on the importance of preventive health exams, early treatment of problems identified and their role in making CHDP referrals.
- B. To provide the maximum feasible percentage of the target population the actual services of health screening by identifying during staff education sessions, the target population along with percentage that actually receive preventative exams. CHDP providers in the county are also provided with the same statistics and strongly encouraged to develop a recall system according to the periodicity schedule.
- C. To provide coordinated, comprehensive, and culturally competent services for children living in foster care (relative/kinship, foster family homes, group homes, etc.) including CHDP health assessment services and necessary diagnostic and treatment services. Foster Care nurses located in the Social Services Division are supporting these CHDP services for foster children.
- D. To close all gaps in existing programs by utilizing effective communication between the Health Services Division, Social Services Division, and the Probation Department regarding informing and follow through with CHDP services. Gaps exist in the medical community when specialty treatment services are needed for children after the CHDP examination. Follow up care can be accessed, but there is usually an extensive wait and transportation is an issue since appointments require 1-2 hours travel time one-way.

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

-
- E. To expand staff education with the Social Services Division by making CHDP informing information available before the new employee starts with their caseloads.
 - F. To inform childcare providers about CHDP services and general public health services and information.
 - G. To continue involvement with community organizations such as WIC, Head Start, school districts, and family resource centers. Also to outreach with other community organizations and advocacy groups that impact children.
 - H. To develop an evaluation for the reporting systems between the Health Services Division and the Social Services Division.

III. Organizational and Functional Relationships

- A. The exchange of information about persons applying for or receiving Medi-Cal, with or without linkages to other social services programs as outlined in this document, is permitted by State and Federal law and regulations, and is to be maintained in a confidential manner.
- B. Organizational Charts
(See attached copies.)
- C. Flow Charts
(See attached copies.)

IV. Social Services Department Responsibilities and Activities

A. Basic Informing and Documentation of Informing for CalWORKs or Medi-Cal.

Following are the requirements for Basic Informing and Documentation of Informing by Eligibility Determination staff for persons applying for, or receiving, CalWORKs or Medi-Cal.

The Social Services Division will inform the responsible adult who is blind, deaf, illiterate, or does not understand the English language. This will necessitate employing special techniques and will be so arranged by the agency (i.e. bilingual staff employees for the Spanish and Laotian populations provided by staff social worker). American Sign Language services will also be provided by outside staff when needed.

1. In-person Application/Annual Re-determination

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

-
- a. In the requested face-to-face eligibility intake interview or at the time of the annual re-determination, the appropriate responsible adult(s) for Medi-Cal eligible persons, including unborn, and persons under 21 years of age will be:
- 1) Given a State-approved brochure about the CHDP Program.
 - 2) Given an oral explanation about CHDP including:
 - a) The value of preventive health services and the differences between episodic and wellness care;
 - b) Availability of health assessments;
 - c) Availability of dental services;
 - d) The need for prompt diagnosis and treatment of suspected conditions to prevent disabilities and that all medically necessary diagnosis and treatment services will be paid for by Medi-Cal; and
 - e) The nature, scope, and benefits of the CHDP Program.
 - 3) Asked questions to determine whether:
 - a) More information about CHDP Program services is wanted;
 - b) CHDP Program services - medical and/or dental - are wanted; and
 - c) If appointment scheduling and/or transportation assistance are needed to obtain requested CHDP medical and/or dental services.
- b. The Eligibility Determination staff will document on the Automated Welfare System Screens AECHDP (SAWS CHDP), AESRSN (SAWS Social Services), and PM 357 that **face-to-face** informing occurred:
- 1) Explanation and brochure given;
 - 2) Date of the explanation and giving of the brochure; and,
 - 3) The individual responses to the CHDP service questions.

2. Mail-in Application/Annual Re-determination - Medi-Cal

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

-
- a. Responsible adult(s) for Medi-Cal eligible persons under 21 years of age who apply by mail will do so through completion of a State-approved Medi-Cal Application/Annual Re-determination form. The Application/Annual Re-determination process includes the mailing of a State-approved brochure about the CHDP Program to the applicant. The State-approved brochure about the CHDP Program, entitled "Medical and Dental Health Check-Ups," informs the family of where to call or write if:
 - 1) More information about CHDP Program services is wanted; or
 - 2) Help with getting an appointment and transportation to medical care is needed.
 - b. Eligibility Determination staff will document on the MC 321 HFP or Healthy Families Annual Eligibility Review (AER) Form; (or in case record if any follow up action is required).

NOTE: Any "Yes" response to the CHDP questions or offer of services through face-to-face encounters or mail-in applications requires a referral on the CHDP Referral Form (PM 357), or State-approved alternate referral form.

B. Basic Informing and Documentation of Informing for Children in Foster Care Program Placement

Following are the requirements for Basic Informing and Documentation of Informing by staff responsible for placement of children in foster care, including placements controlled by the Probation Department, Licensed Adoption Agency, and/or Placement Agencies.

1. Within 30 days of placement, the staff responsible for placing the child (i.e., social worker, probation officer) will document the need for any known health, medical, or dental care and ensure that information is given to the payee, hereafter referred to as the substitute care provider, about the needs of the eligible person and the availability of CHDP services through the CHDP Program. In the case of an out-of-state placement, the social worker shall ensure information is given to the substitute care provider about the Federal EPSDT services. The substitute care provider and/or child will be:
 - a. Given a State-approved brochure about CHDP services and information about the child's need of preventive health care; and
 - b. Given a face-to-face oral explanation about CHDP, including:
 - 1) The value of preventive health services and the differences between episodic and wellness care;

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

-
- 2) The availability of health assessments according to the CHDP periodicity schedule, and how to obtain health assessments at more frequent intervals if no health assessment history is documented or the child has entered a new foster care placement;
 - 3) The availability of annual dental exams for children one year of age and older;
 - 4) The need for prompt diagnosis and treatment of suspected conditions to prevent disabilities and that all medically necessary diagnosis and treatment services will be paid for by Medi-Cal; and
 - 5) The nature, scope, and benefits of the CHDP Program.
- c. Asked questions to determine whether:
- 1) More information about the CHDP Program is wanted;
 - 2) CHDP Program services - medical and/or dental - are wanted; and
 - 3) If appointment scheduling and/or transportation assistance is needed to obtain CHDP medical and/or dental services.
2. The Child Welfare Services staff responsible for placement will document the substitute care provider's response to the questions in the CHDP Program area of the Identification Page in the Placement Notebook in the Placement Management Section in the Client Services Application on the Child Welfare Services/Case Management System (CWS/CMS):
- a. Date care provider was informed of the CHDP Program and brochure given; and
 - b. Care provider's request for CHDP services.
3. The Probation Department, Licensed Adoption Agency, or other Placement Agency staff responsible for placement will document the substitute care provider and/or child's response to the CHDP questions on the CHDP Referral Form (PM 357) and maintain a copy in the case record.

NOTE: Any "Yes" response to the CHDP questions or offer of services requires a referral on the CHDP Referral Form (PM 357). See CHDP Program Letter No. 81-5/DSS All County Letter No. 81-43. A copy of the Referral Form is to be maintained in the child's case record.

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

-
4. A "payee," referred to as the "out-of-home care provider" or "substitute care provider (SCP)," is defined as the foster parent(s) in a foster home, the officially designated representative of the payee when the child is in the foster care program, or a Medi-Cal eligible child residing in a group home, residential treatment center, or other out-of-home care facility.
 5. Child Welfare Services staff responsible for the child in a foster care placement will complete annual informing of the care provider/child. They will include information about CHDP preventive health services, unmet health care needs requiring follow up, and a review of the child's access to a primary care provider according to the process outlined for initial informing in B.1.a – B.1.c; and will document the results of informing in the case plan update.
 6. The Probation Department, Licensed Adoption Agency, or other Placement Agency staff responsible for placement will complete annual informing and the documentation of that informing according to the outline in B. 1. and B.3.
 7. The Social Services Division will assure satisfactory initial and annual informing on behalf of children in the Foster Care program or Medi-Cal eligible children when the child is the responsibility of the Probation Department or any other social agency such as a Licensed Adoption Agency. This will be done through verbal explanation as well as through the use of printed material. The Probation Department worker will be responsible for explaining the purpose, provision, and availability of the CHDP Program. They will provide CHDP written information (CHDP brochure) to the appropriate agency that will refer for services needed.
 8. The Social Services Division will insure that information about a CHDP exam is provided to the relatives of children in the Foster Care program and/or Medi-Cal eligible children placed out-of-home, or upon the return of the child to the parents.
 9. The Social Services Division will assure that CHDP services are provided to foster care children placed out-of-county. This is the responsibility of the Child Protective Services worker. The CPS social worker will provide an explanation to the foster parent of the purposes, provisions, and availability of the CHDP Program; provide the foster parent with a CHDP pamphlet, and offer assistance in removing barriers to obtain CHDP health services.

C. Referral to the EPSDT Unit of the CHDP Program

1. All "Yes" responses to the offers of more information about CHDP, CHDP medical/dental services, and appointment scheduling/ transportation assistance will be documented on a CHDP Referral Form (PM 357), or a State-approved alternate referral form. The Referral Form will be sent to the county CHDP Program. This action is required to ensure these

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

services are received and that any necessary diagnostic and/or treatment services are initiated within 120 days of the date of eligibility determination for persons receiving assistance through CalWORKs or Medi-Cal, and within 120 days of the date of request for children in foster care placement.

2. Pre-paid Health Plan enrollment will be documented. Services are provided under income eligibility if Pre-paid Health Plan does not cover preventive services.
3. The Social Services Division will assure CHDP services are provided to foster care children placed out-of-county. This is the responsibility of the Child Protective Services social worker. The CPS social worker will provide an explanation to the foster parent of the purposes, provisions, and availability of the CHDP program, provide the foster parent a CHDP pamphlet; and assist in removing barriers to obtain CHDP health services.
4. Referral requirements described in C.1 and C.2 above also apply to children in foster care placement controlled by the probation department, licensed adoption agency, and/or a placement agency. The Social Services Department will assure satisfactory informing on behalf of the children in foster care when the child is the responsibility of the Probation Department or any other social agency such as a Licensed Adoption Agency. This will be done through verbal explanation as well as through the use of printed material. The Probation Department worker will be responsible for explaining the purposes, provisions, and availability of the CHDP program. They will provide CHDP written information (CHDP brochure) to the appropriate agency that will refer for services needed.

D. Information Provided by Social Services Staff on the CHDP Referral Form (PM 357) or State-Approved Alternate Referral Form

The following will be included on the referral form when any "Yes" response is given, written or verbal, to the offer of services:

1. Case Name and Medi-Cal Identification Number.
2. Type of services requested:
 - a. Additional information
 - b. Medical services
 - c. Dental services
 - d. Transportation assistance
 - e. Appointment scheduling assistance

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

-
3. Source of referral:
 - a. New application
 - b. Re-determination
 - c. Self-referral
 4. Case type:
 - a. CalWORKs (on existing form as AFDC)
 - b. Foster Care
 - c. Medi-Cal Only (Full Scope, Limited Scope with or without a Share-of-Cost)
 5. Complete listing of members in case with birth dates including unborn and the expected date of confinement (EDC)
 6. Listing of the payee/substitute care provider and child in foster care
 7. Residence address and telephone number
 8. Eligibility Worker signature
 9. Date of eligibility determination for CalWORKs and Medi-Cal only cases or date of request for children in Foster Care and self-referrals

E. Care Coordination for Children in Foster Care

1. The staff responsible for placement of the child will ensure that the child receives medical and dental care that places attention on preventive health services through the CHDP Program, or equivalent health services in accordance with the CHDP Program's schedule for periodic health and dental assessments. More frequent health assessments may be obtained for a child when the child enters a new placement. Another health assessment may be claimed through CHDP by entering "New Foster Care Placement" in the Comments/Problems area of the Confidential Screening/Billing Report (PM 160). For example, if there is another health assessment during the child's previous placement, the child is not performing age-expected developmental skills, or if he/she has been moved to an area with a new provider. The staff responsible for placement of the child will ensure that arrangements are made for necessary diagnosis and treatment of health conditions suspected or identified.
2. Medical records including, but not limited to, copies of the CHDP Confidential Screening/Billing Reports (PM 160) or results of an

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

equivalent preventive health screen for any child in foster care will be kept in the child's case record. Case records for children age one and over must also contain the result(s) of dental visit(s).

3. The case record will contain a plan which ensures that the child receives medical and dental care which places attention on preventive health services through CHDP or equivalent preventive health services in accordance with the CHDP Program's schedule for periodic health and dental assessments.

V. EPSDT Unit of the CHDP Program Responsibilities and Activities for Referrals

- A. The EPSDT functions will be provided by the Yuba County Health and Human Services Department, Health Division located at 5730 Packard Avenue, Marysville, CA 95901.
- B. Duty statements of unit personnel attached.
- C. Overall medical supervision will be done by the Health Officer and Director of the CHDP program. Administrative supervision is done by the Nursing Director, and day-to-day supervision will be done by the CHDP Deputy Director, at the Yuba County Health and Human Services Department, Health Division.
- D. The EPSDT Unit will accept and take appropriate action on all referrals of Medical eligible persons under 21 years of age, including unborn, and will:
 1. Intensively inform those requesting more information and offer scheduling and transportation assistance to those who request CHDP medical and/or dental services.
 2. Provide all requested scheduling and/or transportation assistance so that medical and/or dental services can be received from a managed care plan or provider of the requester's choice. These services will be provided and diagnosis and treatment initiated within 120 days of the child's date of eligibility determination or re-determination, and within 120 days of a request if by self referral or for children in foster care unless:
 - a. Eligibility is lost; or,
 - b. Child is lost to contact and a good faith effort was made to locate the child as defined in Section VII; or,
 - c. Failure to receive services was due to an action or decision of the family or child.

Pre-paid Health Plan enrollment will be documented. Services are provided under income eligibility if pre-paid health plan does not cover preventive services.

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

-
3. Assure that families asking for health assessment procedures not furnished by their provider are referred to another provider for those procedures so that all requested CHDP services are received within 120 days of the initial request.
 4. Follow up on families requesting appointment scheduling and transportation assistance to:
 - a. Re-offer scheduling and transportation assistance to those persons whose failure to keep appointments was not due to an action or decision of the family or child.
 - b. Offer and provide requested assistance to those for whom further diagnosis and treatment is indicated.
- E. Reminder cards with current addresses will be generated and mailed by the State CHDP Program for all children twenty-seven months of age and younger who are receiving Medi-Cal through the Fee-for-Service System.
- F. The following will be documented on the CHDP Referral Form (PM 357) or an alternate, State-approved referral form for each eligible person listed:
1. Type of transportation assistance and date given
 2. Appointment scheduling assistance and date given
 3. Date(s) of appointment(s) and name(s) of provider(s)
 4. Confirmation of CHDP services:
 - a. Health assessment requires a PM 160 on file or provider certification of provision of service.
 - b. Dental services require family, provider, or child verification.
 5. Follow up to needed diagnosis and treatment:
 - a. Response to offer of appointment scheduling and transportation assistance
 - b. Type of transportation assistance and date given
 - c. Date(s) of appointment(s) and name(s) of provider(s)
 - d. Confirmation of care - PM 161 or similar form of certification by provider
 6. Date appointment scheduling and/or transportation assistance was declined and by whom.

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

-
7. Disposition of case: appointment kept or not kept, eligibility lost, family declined further services, or family/person lost to contact and Good Faith Effort was made to locate the person as defined in Section VII.
 - G. A quarterly report will be prepared by the 15th day following the end of each quarter to the State Department of Health Services showing the number of CalWORKs and Medi-Cal Only persons requesting CHDP services. This report will be used to verify information submitted annually on the Case Management Data Flow Sheet as part of the County's Plan and Budget for the following fiscal year.

VI. CHDP Program Responsibilities and Activities

- A. Yuba County will make all possible attempts to assure that an adequate number of medical providers will be available to meet county needs and Federal regulations in regard to allowable time frames.
- B. The Yuba County CHDP staff will make all possible attempts to assure an adequate number of dental providers are available to meet county needs and Federal regulations.
- C. An adequate supply of the following materials will be available to meet Social Services Department and other county needs:
 1. State-approved informing brochure with the address and phone number of the local CHDP Program
 2. Current list of CHDP medical and dental providers
 3. Other informational material, e.g., CHDP poster
- D. When eligible persons still needing CHDP services move to another county, the new county will be notified and appropriate information sent.

Procedure:

1. A new address will be requested from the Social Services Department.
2. Follow up will be documented on Part B of the PM 357. A copy will be retained in our records.
3. The original PM 357 is mailed to the CHDP program of the new county of residence. The new address will be included when it is available.
- E. Copies of Screening/Billing Reports (PM 160) for services given to children in foster care will be sent to the responsible Social Services Division, that is, the County of child's eligibility. A copy is kept in our files.

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

-
- F. All persons eligible for Title V services (California's women of reproductive age, infants, children, adolescents, and their families) will be informed of availability of these services and referred as requested.
 - G. Referrals for Public Health Nursing services for intensive informing and follow up to health assessment and diagnosis and treatment will be accepted, and such services will be provided.

NOTE: Item G is required only when EPSDT funds are requested for Public Health Nursing through a county/federal match.

VII. Joint Social Services/CHDP Responsibilities

A Good Faith Effort will be made to locate all persons lost to contact. The EPSDT Unit/CHDP Program will query the Social Services Division for current addresses, telephone numbers, and Medi-Cal status of these persons. Upon request, the Social Services Division will share this information. The exchange of this confidential information is based on Federal and State regulations.

VIII. Staff Education

- A. Within 90 days of employment by the Social Services Division, all new staff with responsibility for placement or eligibility determination will have completed orientation regarding the CHDP Program and their role and responsibilities for informing persons about CHDP and referring for services. Social Worker Supervisors and Eligibility Supervisors will be responsible for conducting this training.
- B. Within 90 days of employment by the Probation Department or licensed adoption agency, staff responsible for placement will have completed orientation regarding the CHDP Program and their roles and responsibilities for informing persons about CHDP and referring for services. Probation Program Manager will be responsible for conducting this training in the Probation Department.
- C. Upon licensure and at renewal, foster parent(s) and group care home, residential treatment center, and other out-of-home care facility staff will complete orientation regarding nature, scope, benefits, and availability of CHDP Program services. Orientation is to be provided by Social Services Division.
- D. All appropriate health department staff will receive orientation and an annual update regarding the CHDP Program.
- E. The local CHDP program will provide an annual update to all placement and eligibility determination staff regarding the CHDP Program.
- F. How additional staff in-service education needs will be identified:
 - 1. Needs due to regulatory changes.

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

Regulatory changes will be made known to appropriate staff members as they occur and annually.

2. Needs revealed through program evaluation/reports.

Any needs identified will be addressed at that time either in writing, through face-to-face meetings or through a scheduled in-service.

3. Needs revealed through task force/problem solving meetings.

There are currently no such meetings held. There is, however, open communication among staff members. Questions are encouraged when clarification is needed either in Social Services or the Health Dept.

4. Use of formalized education needs assessment tools.

No formal needs assessment tools available at present.

IX. Management Information and Program Evaluation

- A. The following information will be compiled and shared between the Health Division and the Social Services Division.

1. Numbers of:

- a. Eligibles - intake/re-determination. Break out number of children in foster care placement.
- b. Requests for CHDP services.
- c. Requests for more information.
- d. Requests for scheduling and/or transportation assistance.
- e. Medical assessment services requested and received.
- f. Dental services requested and received.
- g. Referrals to diagnosis and treatment.

2. Examples of children helped.

3. At a minimum, a quarterly report focusing on the aforementioned information from "1" and "2" to be sent to program/agency staff.

B. Program Evaluation

1. In Social Services Division, applications for CalWORKS and Medi-Cal are reviewed by supervising staff. Ongoing evaluation of forms completed,

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

information filed, correspondence sent, etc., is being done by the Deputy Director and the supervising staff of the Health Division.

2. There is close inter-working between the EPSDT/CHDP staff and the Director of Nursing in the Health Division. Problems are discussed between the CHDP Deputy Director and the appropriate staff with changes made as necessary.
3. In the Health Division, periodic, notification procedures are discussed between the CHDP Deputy Director and the appropriate staff with changes made as necessary.
4. No special studies are being done by either department at this time.
5. Case management review of the CHDP process/system is ongoing by CHDP staff (e.g. Deputy Director periodically spot checks PM 160s for specific data and/or questions on follow up of diagnosis and treatment).
6. The Interagency Plan is reviewed on a yearly basis by the CHDP Deputy Director and supervisory staff at the Health Division and it is referred to in the event of questions/concerns throughout the year.

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

X. Compliance Certification

In signing this agreement, we hereby certify that the CHDP Program in our community will meet the compliance requirements and standards pertaining to our respective departments contained in the following:

A. Enabling legislation of the CHDP Program

Reference: Health and Safety Code Sections 124025 through 124110 and Section 104395.

B. CHDP Program regulations that implement, interpret, or make specific the enabling legislation.

Reference: California Code of Regulations, Title 17, Section 6800 through 6874.

C. Medi-Cal regulations pertaining to the availability and reimbursement of EPSDT services through the CHDP Program.

Reference: California Code of Regulations, Title 22, Sections 51340(c), 51340 and 51532.

D. Regulations defining county Social Services Division responsibilities for meeting CHDP/EPSDT Program requirements.

1. Social Services Regulations

Reference:

- a. Staff Development and Training Standards - Manual of Policies and Procedures (MPP) Sections: 14-530, 14-610.
- b. Civil Rights - MPP Section 21-101, 21-107, 21.115.
- c. Eligibility and Assistance Standards - MPP Sections: 40-107.61, 40-131.3(k), 40-181.211, 45-201.5.
- d. Child Welfare Services Program Standards - MPP Sections: 31-002(c)(8), 31-075.3(h)(1), 31-075.3(h)(2), 31-205.1(h), 31-206.35, 31-206.351, 31-206.352, 31-206.36, 31-206.361, 31-206.362, 31-206.42, 31-206.421, 31-206.422, 31-330.111, 31-401.4, 31-401.41, 31-401.412, 31-401.413, 31-405.1(f), 31-405.1(g), 31-405.1(g)(1).
- e. Intra and interagency relations and agreements Chapter 29-405 and Chapter 29-410.

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

2. Medi-Cal Regulations

Reference:

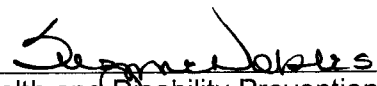
- a. California Code of Regulations, Title 22, Sections: 50031; 50157(a), (d), (e), (f), and 50184(b).
- b. Other Title 22 regulations governing DSS programs regarding adoptions and referring parents to community services, including CHDP Pre-placement Advisement, California Code of Regulations, Title 22, Section 35094.2 and Advisement of Parents Whose Child has not been Removed from Parent's Care, Section 35129.1

E. Current interpretive releases by State Departments of Health Services and Social Services.

1. Children's Medical Services (CMS) Branch /CHDP Program Letters and Information Notices - Health Services.
2. All County Letters - Social Services.
3. Joint Letters - Health Services and Social Services
4. CMS Branch/CCS Numbered Letters pertaining to the CHDP Program - Health Services.

This interagency agreement is in effect from July 1, 2011 through June 30, 2013 unless revised by mutual agreement.


NOTE: In the event that changes in Federal or State legislation impact the current Interagency Agreement, the Health Department and Social Services Department agree to renegotiate the pertinent section within 90 days of receiving new language or instructions from the State.



Child Health and Disability Prevention Program Director

3/12/2012

Date



Health & Human Services Department Director

3-8-12

Date



Probation Department

03-05-12

Date

Attachments: Organization Chart(s)
 Flow Chart(s)
 Duty Statement(s)

County/City: Yuba County

Effective Dates: 07/01/2011 to 06/30/2013

APPROVED AS TO FORM

YUBA COUNTY ANGIL P. MORRIS-JONES

CMS PLAN FY 2011-2012

COUNTY COUNSEL
BY: 

HCPFC Memorandum of Understanding

Suggested Areas of Responsibility for Child Health and Disability Prevention (CHDP) Public Health Nurses (PHNs) and Child Welfare Service (CWS) Agency Social Workers and Probation Officers in the Health Care Program For Children In Foster Care (HCPFC)

County/City: Yuba County

Effective Dates: July 1, 2011 - June 30, 2013

Service Provided	Local CHDP Responsibilities Foster Care PHN	Local Child Welfare Service Agency Responsibilities Social Worker/Probation Officer
Location	<ul style="list-style-type: none"> PHN will be located in the CWS agency with accessibility to all team members 	<ul style="list-style-type: none"> PHN will be located in the CWS agency with accessibility to all team members servicing children in foster care, including any PHNs currently working in CWS.
Supervision	<ul style="list-style-type: none"> PHN will be supervised by supervising PHN in the local CHDP program with input from CWS agency staff. 	<ul style="list-style-type: none"> CWS agency/Supervising Probation Officer will provide input to the supervising PHN.
Accessing Resources	<ul style="list-style-type: none"> PHN will identify health care providers in the community. PHN will evaluate the adequacy, accessibility and availability of the referral network for health care services and collaborate with CHDP staff to identify and recruit additional qualified providers. PHN will serve as a resource to facilitate (e.g., assist in scheduling appointments, arranging transportation, etc.) referrals to early intervention providers, specialty providers, dentists, mental health providers, CCS and other community programs. PHN will assist PHNs in the child's county of residence to identify and access resources to address the health care needs of children placed out of county. 	<ul style="list-style-type: none"> CWS agency Social Worker/Probation Officer will work with PHN to ensure that all children in foster care are referred for health services appropriate to age and health status on a timely basis. CWS agency Social Worker/Probation Officer will work with the substitute care provider (Foster Parent) and the PHN to identify an appropriate health care provider for the child. CWS agency Social Worker/Probation Officer will work with the PHN to ensure that children placed out of county have access to health services appropriate to age and health status.

Service Provided	Local CHDP Responsibilities Foster Care PHN	Local Child Welfare Service Agency Responsibilities Social Worker/Probation Officer
Health Care Planning and Coordination	<ul style="list-style-type: none"> • PHN will interpret health care reports for social worker/probation officers and others as needed. • PHN will develop a health plan for each child expected to remain in foster care. • PHN will work with substitute care provider to ensure that the child's Health and Education Passport or its equivalent is updated. • PHN will assist substitute care provider s in obtaining timely comprehensive assessments. • PHN will expedite timely referrals for medical, dental, developmental, and mental health services. • PHN will assist social worker/probation officer in obtaining additional services necessary to educate and/or support the foster caregiver in providing for the special health care needs, including but not limited to Early and Periodic Screening, Diagnosis, and Treatment Supplemental Services (EPSDT-SS). • PHN will obtain and provide health care documentation when necessary to support the request for health care services. • PHN will collaborate with social worker/probation officer, biological parent when possible and substitute care provider to ensure that necessary medical/health care information is available to those persons responsible for providing healthcare for the child, including a copy of the Health Education Passport (HEP) to the substitute care provider. • PHN will assist social worker/probation officer to assess the suitability of the foster care placement in light of the health care needs of the child. • PHN will collaborate with the social worker/probation officer and substitute care provider to develop a system of tracking and follow-up on changes in the health care status of the child, service needs, effectiveness of services provided, etc. • PHN will review child's health plan with social worker/probation officer as needed and at least every six months. 	<ul style="list-style-type: none"> • Child's Social Worker/Probation Officer will collaborate with PHN to develop a health plan which identifies the health care needs and service priorities for each child expected to remain in foster care for 6 months or longer. • Social Worker/Probation Officer or designee will incorporate health plan into child's case record. • Social Worker/Probation Officer will assemble and provide health care documentation to the court when necessary to support the request for health care services. • Social Worker/Probation Officer will collaborate to complete and keep current the child's Health and Education Passport or its equivalent and provide a copy of the HEP to the substitute care provider. • Social Worker/Probation Officer will consult with the PHN to assess the suitability of the foster care placement in light of the health care needs of the child. • Social Worker/Probation Officer will collaborate with the PHN and substitute care provider to develop a system of tracking and follow-up on changes in the health care status of the child, service needs, effectiveness of services provided, etc. • Social Worker/Probation Officer will review child's health plan with PHN at least every six months and before every court hearing relevant information will be incorporated into the HEP and court report.

Service Provided	Local CHDP Responsibilities Foster Care PHN	Local Child Welfare Service Agency Responsibilities Social Worker/Probation Officer
Training/Orientation	<ul style="list-style-type: none"> PHN will participate in developing and providing educational programs for health care providers to increase community awareness of and interest in the special health care needs of children in foster care. PHN will educate social workers, juvenile court staff, substitute care providers, school nurses and others about the health care needs of children in foster care. 	<ul style="list-style-type: none"> CWS agency staff/Probation Officers will provide input to PHN in developing curriculum for training others about health care needs of children in foster care. CWS agency staff/Probation Officers will collaborate with PHNs in educating juvenile court staff, substitute care providers, and others about the health care needs of children in foster care. CWS agency personnel will arrange for PHN access to the Child Welfare Services/Case Management System (CWS /CMS) system and provide training in its use.
Policy/Procedure Development	<ul style="list-style-type: none"> PHN will provide program consultation to CDSS/ Probation Departments in the development and implementation of the EPSDT/CHDP program policies related to the Health Care Program for Children in Foster Care. PHN will participate in multi-disciplinary meetings for review of health-related issues. 	<ul style="list-style-type: none"> CWS agency staff/Probation Officers will include the PHN in team meetings and provide orientation to social services and consultation on CWS/CMS.
Transition from Foster Care	<ul style="list-style-type: none"> PHN will provide assistance to the Social Worker/Probation Officer and the youths leaving foster care on the availability of options for health care coverage as well as community resources to meet the health care needs upon emancipation. 	<ul style="list-style-type: none"> CWS agency staff/Probation Officers will collaborate with PHN to assure youths leaving foster care supervision are aware and connected to resources for independent living.

Service Provided	Local CHDP Responsibilities Foster Care PHN	Local Child Welfare Service Agency Responsibilities Social Worker/Probation Officer
Quality Improvement	<ul style="list-style-type: none"> PHN will conduct joint reviews of case records for documentation of health care services with CWS agency/Probation Department. PHN will work with CWS agency/Probation Department to develop a plan for evaluating the process and impact of the addition of the PHN component to the foster care team. PHN will establish baseline data for evaluating health care services provided to children in foster care. 	<ul style="list-style-type: none"> CWS agency staff/Probation Officers will conduct joint reviews of case records for documentation of health care services CWS agency/Probation Department will work with PHN to develop a plan for evaluating the process and impact of the addition of the PHN component to the foster care team. CWS agency/Probation Officers will collaborate and assist PHN in gathering data.

This Memorandum of Understanding in effect from July 1, 2011 through June 30, 2013 unless revised by mutual agreement. In the event that changes in federal or state requirements impact the current Memorandum of Understanding, the local health department, social services department, and probation department agree to renegotiate the pertinent section within 90 days of receiving new instructions from the State.

Public Health Director or Child Health and Disability Prevention Program Director

Date

1-23-12

County Social Services Director or County Child Welfare Service Agency Director

Date

1/24/12

Chief Probation Officer

Date

2/1-24-12

CHDP Administrative Budget Worksheet for FY 2011-12
No County/City Match
State and State/Federal

County/City Name: YUBA

Total

Column	1A	1B			1	2A		2	3	4A	4	5A	5	
Category/Line Item	1st Qtr% or FTE	1st Qtr Salary	1st Total Salaries & Expenditures	2nd Qtr % or FTE	2nd Qtr Salary	2nd Qtr Total Salaries & Expenditures	3rd & 4th Qtr % or FTE	3rd & 4th Qtr Salaries	3rd & 4th Qtr Salaries & Expenditures	Total Medi-Cal Budget (4 + 5)	% or FTE	Enhanced State/Federal (25/75)	% or FTE	Nonenhanced State/Federal (50/50)
Personnel Expenses														
1. Sup PIN - Trooster	4.57%	\$19,821	\$906	8.03%	\$20,151	\$1,618	6%	\$41,622	\$2,497	\$5,021	80%	\$2,690	20%	\$2,331
2. PIN II - Anderson	47.20%	\$16,714	\$7,889	39.93%	\$16,663	\$6,654	35.5%	\$35,898	\$12,744	\$27,286	80%	\$20,873	20%	\$6,413
3. R J/ PIN - Harriman	20.46%	\$11,750	\$2,404	17.70%	\$13,732	\$2,431	0%	\$0	\$0	\$4,835	80%	\$3,444	20%	\$1,391
4. Office Spec. - Haringer	32.36%	\$8,776	\$2,840	35.37%	\$8,844	\$3,128	30%	\$17,688	\$5,306	\$11,274			100%	\$11,274
5. Acct. Tech. - Goss	2.22%	\$10,582	\$235	0.63%	\$9,996	\$63	5%	\$21,246	\$1,062	\$1,360			100%	\$1,360
6. RN - Hawkins	0%		\$0			\$0	60%	\$25,974	\$15,584	\$15,584	80%	\$12,468	20%	\$3,117
7.										\$0				
8.										\$0				
9.										\$0				
10.	1.07			1.02			1.37			\$0				
Total Salaries and Wages			\$14,273			\$13,893			\$37,194	\$65,361		\$39,474		\$25,887
Less Salary Savings			\$0			\$0			\$0	\$0		\$0		\$0
Net Salaries and Wages			\$14,273			\$13,893			\$37,194	\$65,361		\$39,474		\$25,887
Staff Benefits (Specify %) (Actual)			\$5,354			\$4,847			\$16,333	\$26,534		\$17,611		\$8,923
I. Total Personnel Expenses			\$19,627			\$18,740			\$53,528	\$91,895		\$57,085		\$34,810
II. Operating Expenses														
1. Travel			\$123			\$0			\$77	\$200		\$160		\$40
2. Training			\$0			\$0			\$200	\$200		\$160		\$40
3. Office Expense			\$84			\$112			\$804	\$1,000				\$1,000
4. Educational Materials			\$0			\$0			\$2,300	\$2,300				\$2,300
5. Space Rent			\$1,329			\$1,116			\$3,651	\$6,096				\$6,096
6. Communications			\$64			\$54			\$180	\$298				\$298
7. Provider Training			\$0			\$0			\$500	\$500				\$500
8.														
9.														
10.														
II. Total Operating Expenses			\$1,599			\$1,282			\$7,712	\$10,594		\$320		\$10,274
III. Capital Expenses														
1.														
2.														
3.														
4.														
5.														
III. Total Capital Expenses			\$0			\$0			\$0	\$0				
IV. Indirect Expenses														
1. Internal (Specify %) #####			\$1,963			\$1,874			\$5,353	\$9,190				\$9,190
2. External (Specify %) 0.00%														
IV. Total Indirect Expenses			\$1,963			\$1,874			\$5,353	\$9,190				\$9,190
V. Other Expenses														
1.														
2.														
3.														
4.														
5.														
V. Total Other Expenses			\$0			\$0			\$0					
Budget Grand Total			\$23,189			\$21,897			\$66,592	\$111,678		\$57,405		\$54,273
										\$113,449				

Kathy Goss
 Prepared By (Signature)
Wendy Troester
 CHDP Director or Deputy Director (Signature)

2/14/12 (530) 749-6278 kgoss@co.yuba.ca.us
 Date Prepared Phone Number (530) Email Address
 02/15/12 749-6866 mtroester@co.yuba.ca.us
 Date Phone Number Email Address

CHDP 11-12\11-12 Summary (budget sheets)-Kathy's working copy

CHDP Administrative Budget Summary for FY 2011-12
No County/City Match
County/City Name: YUBA

Column	1	2	3	4	5
Category/Line Item	Total Budget (2 + 3)	Total CHDP Budget	Total Medi-Cal Budget (4 + 5)	Enhanced State/Federal (25/75)	Nonenhanced State/Federal (50/50)
I. Total Personnel Expenses	\$91,895	\$0	\$91,895	\$57,085	\$34,810
II. Total Operating Expenses	\$10,594	\$0	\$10,594	\$320	\$10,274
III. Total Capital Expenses					
IV. Total Indirect Expenses	\$9,190	\$0	\$9,190		\$9,190
V. Total Other Expenses					
Budget Grand Total	\$111,678	\$0	\$111,678	\$57,405	\$54,273

Column	1	2	3	4	5
Source of Funds	Total Funds	Total CHDP Budget	Total Medi-Cal Budget	Enhanced State/Federal	Nonenhanced State/Federal
State General Funds	\$0	\$0			
Medi-Cal Funds:			\$111,678		
State	\$41,488		\$41,488	\$14,351	\$27,137
Federal (Title XIX)	\$70,190		\$70,190	\$43,054	\$27,137
			\$113,449		

Kathy Gura

Prepared By (Signature)

2/15/12

Date Prepared

530-749-6866

Phone Number

Kgoss@hhs.yuba.ca.us

Email Address

Wanda S. Anderson, SRM

CHDP Director or Deputy
Director (Signature)

02-15-12

Date

(530) 749-6866

Phone Number

wanda@hhs.yuba.ca.us

Email Address

Budgeted

Allocation

CHDP
Budget Narrative
Fiscal Year 2011-2012

I. PERSONNEL EXPENSES

Total Salaries:	\$65,361
Total Benefits:	\$26,534

Total Personnel Expenses:	\$ 91,895
---------------------------	-----------

II. OPERATING EXPENSES

1	<u>Travel</u>	\$200	Includes travel to Statewide conferences, regional meetings, travel for approved training, daily business, personal vehicle use mileage at current approved Co. rate. and per diem for lodging/meals.
2	<u>Training</u>	\$200	Cost of registration for conferences and workshops
3	<u>Office Expense</u>	\$1,000	Office supplies, Copies, Postage and various materials for day to day operations
4	<u>Educational Material</u>	\$2,300	Materials to promote healthy lifestyles, childhood safety, oral health and/or other Public Health messages for children 0-21. CHDP staff, during outreach activities will hand out educational material to health providers and the community.
5	<u>Space Rental</u>	\$6,096	$(150 \text{ sq ft} \times \$2.44 \text{ per sq ft} \times 1.07 \text{ FTE's} \times 3 \text{ mo}) + (150 \text{ sq ft} \times \$2.44 \text{ per sq ft} \times 1.02 \text{ FTE's} \times 3 \text{ mo}) + (150 \text{ sq ft} \times \$2.44 \text{ per sq ft} \times 1.37 \text{ FTE's} \times 6 \text{ mo})$
6	<u>Communications</u>	\$298	$(\$17.64 \text{ per FTE} \times 1.07 \text{ FTE's} \times 3 \text{ mo}) + (\$17.64 \times 1.02 \text{ FTE's} \times 3 \text{ mo}) + (\$17.64 \times 1.37 \text{ FTE's} \times 6 \text{ mo})$
7	<u>Provider Training</u>	\$500	Materials & Supplies for training of providers

Total Operating Expenses:	\$ 10,594
---------------------------	-----------

III. <u>CAPITAL EXPENDITURES</u>	\$ -
----------------------------------	------

IV. INDIRECT EXPENSE

1	<u>Internal</u>	\$ 9,190	10% of Total Personnel Expense to cover indirect expenses.
2	<u>External</u>	\$ -	

Total Indirect Expenses:	\$ 9,190
--------------------------	----------

V. Other Expenses

Total Other Expenses:	\$ -
-----------------------	------

<u>BUDGET GRAND TOTAL:</u>	\$ 111,679
----------------------------	------------

HCPCFC Administrative Budget Summary

Fiscal Year 2011-12

County/City Name: Yuba

Column	1	2	3
Category/Line Item	Total Budget (2 + 3)	Enhanced State/Federal (25/75)	Nonenhanced State/Federal (50/50)
I. Total Personnel Expenses	\$28,008	\$21,427	\$6,581
II. Total Operating Expenses	\$0	\$0	\$0
III. Total Capital Expenses			
IV. Total Indirect Expenses	\$2,801		\$2,801
V. Total Other Expenses			
Budget Grand Total	\$30,809	\$21,427	\$9,380

Column	1	2	3
Source of Funds	Total Funds	Enhanced State/Federal (25/75)	Nonenhanced State/Federal (50/50)
State Funds	\$10,047	\$5,357	\$4,690
Federal Funds (Title XIX)	\$20,761	\$16,070	\$4,690
Budget Grand Total	\$30,808		

Prepared By (Signature)

2/15/2012 (530) 749-6233

Date Prepared

Phone Number

Email Address

[Signature]
 CHDP Director or Deputy Director
 (Signature)

02/17/12

Date

(530) 749-6866

Phone Number

miroester@co.yuba.ca.us

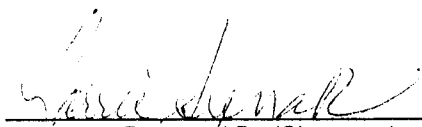
Email Address

HPCFC Administrative Budget Worksheet

Fiscal Year 2011-12

County/City Name: YUBA


Column	1A	1B	1	2A	2	3A	3
Category/Line Item	% or FTE	Annual Salary	Total Budget (1A x 1B or 2 + 3)	% or FTE	Enhanced State/Federal (25/75)	% or FTE	Nonenhanced State/Federal (50/50)
I. Personnel Expenses							
1. Chung, Christie PHN I/II	31.8%	\$57,221	\$18,208	80%	\$14,566	20%	\$3,642
2. Troester, Mary Supervising PHN	2.0%	\$81,594	\$1,632	20%	\$326	80%	\$1,306
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
Total Salaries and Wages	33.8%		\$19,840		\$14,893		\$4,947
Less Salary Savings							
Net Salaries and Wages			\$19,840		\$14,893		\$4,947
Staff Benefits (Specify %) Actual			\$8,168		\$6,535		\$1,634
I. Total Personnel Expenses			\$28,008		\$21,427		\$6,581
II. Operating Expenses							
1. Travel			\$0	50%	\$0	50%	\$0
2. Training			\$0	50%	\$0	50%	\$0
II. Total Operating Expenses			\$0		\$0		\$0
III. Capital Expenses							
1.							
2.							
III. Total Capital Expenses							
IV. Indirect Expenses (10% Cap)							
1. Internal (Specify %) 10.00%			\$2,801				\$2,801
2. External							
IV. Total Indirect Expenses			\$2,801				\$2,801
V. Other Expenses							
1.							
2.							
V. Total Other Expenses							
Budget Grand Total			\$30,809		\$21,427		\$9,382


Prepared By (Signature)

2/15/12
Date prepared

(530) 749-6233
Phone Number

lsynak@co.yuba.ca.us
Email Address


CHDP Director or Deputy Director (Signature)

02/17/12
Date

(530) 749-6866
Phone Number

mtroester@co.yuba.ca.us
Email Address

FY 11/12

I. PERSONNEL EXPENSES

Total Salaries: \$19,840

Total Benefits: \$8,168 Benefits are calculated as actuals

Total Personnel Expenses: \$ 28,008

II. OPERATING EXPENSES

1 Travel \$0 Personal vehicle use mileage at current approved Co. rate
and per diem for lodging/meals.

2 Training \$0 Cost of registration for conferences and workshops

Total Operating Expenses: \$ -

III. CAPITAL EXPENDITURES \$ -

IV. INDIRECT EXPENSE

1 Internal \$2,801 10% of Total Personnel Expense to cover indirect expenses.

2 External \$ -

Total Indirect Expenses: \$ 2,801

V. OTHER EXPENSES \$ -

BUDGET GRAND TOTAL: \$ 30,809

CCS Administrative Budget Summary for FY 2011-12
Mid-Year Revision for 3rd & 4th Quarters

County Name: YUBA

CCS CASELOAD	Actual Caseload	Percent of Grand Total
MEDI-CAL		
Average of Total Open (Active) Medi-Cal Children	296	66%
Potential Cases Medi-Cal	39	9%
TOTAL MEDI-CAL	335	75%
NON MEDI-CAL		
Healthy Families		
Average of Total Open (Active) HF Children	59	13%
Potential Cases HF	8	2%
Total Healthy Families	67	15%
Straight CCS		
Average of Total Open (Active) Straight CCS Children	41	9%
Potential Cases Straight CCS	5	1%
Total Straight CCS	46	10%
TOTAL NON MEDI-CAL	113	25%
GRAND TOTAL	448	100%

Column	1	2	3	4	5
Category/Line Item	Total Budget	Non-Medi-Cal County/State/HF Co/State/Federal	Total Medi-Cal State/Federal	Enhanced State/Federal (25/75)	Nonenhanced State/Federal (50/50)
I. Total Personnel Expense	\$293,923	\$74,225	\$219,698	\$127,646	\$92,052
II. Total Operating Expense	\$22,270	\$5,624	\$16,646	\$866	\$15,780
III. Total Capital Expense					
IV. Total Indirect Expense	\$29,392	\$7,422	\$21,970		\$21,970
V. Total Other Expense	\$7,000	\$1,768	\$5,232		\$5,232
Budget Grand Total	\$352,585	\$89,039	\$263,546	\$128,512	\$135,034

Column	1	2	3	4	5
Source of Funds	Total Budget	Non-Medi-Cal County/State/HF Co/State/Federal	Total Medi-Cal State/Federal	Enhanced State/Federal (25/75)	Nonenhanced State/Federal (50/50)
Straight CCS					
State	\$14,228	\$14,228			
County	\$14,228	\$14,228			
CCS Healthy Families					
State	\$10,602	\$10,602			
County	\$10,602	\$10,602			
Federal (Title XXI)	\$39,379	\$39,379			
Medi-Cal Funds:					
State	\$99,645		\$99,645	\$32,128	\$67,517
Federal (Title XIX)	\$163,901		\$163,901	\$96,394	\$67,517

2-17-12

Prepared By (Signature) Donna Clark Date Prepared 2-17-12CCS Administrator (Signature) PHN

YUBA COUNTY

(530) 749-6467 dclark@co.yuba.ca.us

Phone Number 530 749 6466 Email Address 10/530-co.yuba.ca.us

Phone Number Email Address

CCS Administrative Budget Worksheet for FY 2011-12
Mid-Year Revision for 3rd & 4th Quarters

County Name: YUBA

CCS CASELOAD	Actual Case/Load 07/08	Percent of Grand Total
MEDI-CAL		
Average of Total Open (Active) Medi-Cal Children	296	66%
Potential Cases Medi-Cal	39	9%
TOTAL MEDI-CAL	335	75%
NON MEDI-CAL		
Healthy Families		
Average of Total Open (Active) HF Children	59	13%
Potential Cases HF	8	2%
Total Healthy Families	67	15%
Straight CCS		
Average of Total Open (Active) Straight CCS Children	41	9%
Potential Cases Straight CCS	5	1%
Total Straight CCS	46	10%
TOTAL NON MEDI-CAL	113	25%
GRAND TOTAL	448	100%

Column	1	2	3	4A	4	5A	5	6A	6	7A	7
Category/Line Item	% FTE	Annual Salary	Total Budget (1 x 2 or 4 + 5)	% FTE	Non-Medi-Cal County/State (50/50)	% FTE	Medi-Cal (6 + 7)	% FTE	Medi-Cal Enhanced	% FTE	Medi-Cal Nonenhanced State/Federal (50/50)
I. Personnel Expense											
Program Administration											
Olsen, Lynne - PHN III	5%	\$95,040	\$4,752	25%	\$1,201	75%	\$3,552			100%	\$3,552
Clark, Donna - Admin Analyst	30%	\$71,820	\$21,546	25%	\$5,442	75%	\$16,105			100%	\$16,105
Information Technology Analyst III	5%	\$53,148	\$2,657	25%	\$672	75%	\$1,986			100%	\$1,986
Subtotal		\$220,008	\$28,955		\$7,315		\$21,643				\$21,643
Medical Case Management											
Huyrth, Mike - PHN III	80%	\$57,933	\$46,346	25%	\$11,704	75%	\$34,643		\$32,911	5%	\$1,732
Olsen, Lynne - PHN III	85%	\$95,040	\$80,784	25%	\$20,400	75%	\$60,384		\$57,365	5%	\$3,019
Subtotal		\$152,973	\$127,130		\$32,104		\$95,027		\$90,275		\$4,751
Other Health Care Professionals											
Subtotal											
Ancillary Support											
Clark, Michele - CCS Case Manager	95%	\$52,524	\$49,898	25%	\$12,600	75%	\$37,297			100%	\$37,297
Subtotal		\$52,524	\$49,898		\$12,600		\$37,297				\$37,297
Clerical and Claims Support											
Harriger, Kathleen - Office Specialist	20%	\$35,308	\$7,062	25%	\$1,783	75%	\$5,278			100%	\$5,278
Villalobos, Veronica - Office Assist	15%	\$32,784	\$4,918	25%	\$1,242	75%	\$3,676			100%	\$3,676
FTE 3.35			\$11,979		\$3,025		\$8,954				\$8,954
Subtotal											

Column	1	2	3	4A	4	5A	5	6A	6	7A	7
Category/Line Item	% FTE	Annual Salary	Total Budget (1 x 2 or 4 + 5)	% FTE	Non-Medi-Cal County/State (50/50)	% FTE	Medi-Cal (6 + 7)	% FTE	Medi-Cal Enhanced	% FTE	Medi-Cal Nonenhanced State/Federal (50/50)
Total Salary and Wages			\$217,963		\$55,044		\$162,922		\$90,275		\$72,646
Less Salary Savings											
Net Salary and Wages			\$217,963		\$55,044		\$162,922		\$90,275		\$72,646
Staff Benefits (Specify %)			\$75,957	25%	\$19,181	75%	\$56,776		\$37,370		\$19,406
I. Total Personnel Expense			\$293,920		\$74,225		\$219,698		\$127,645		\$92,052
II. Operating Expense											
1. Travel			\$475	25%	\$120	75%	\$355	80%	\$322	20%	\$33
2. Training			\$945	25%	\$239	75%	\$706	80%	\$545	20%	\$161
3. Office Expense			\$5,483	25%	\$1,385	75%	\$4,098			100%	\$4,098
4. Space Rent			\$14,713	25%	\$3,715	75%	\$10,998			100%	\$10,998
5. Communication			\$654	25%	\$165	75%	\$489			100%	\$489
II. Total Operating Expense			\$22,270		\$5,624		\$16,646		\$867		\$15,780
III. Capital Expense											
II. Total Capital Expense											
IV. Indirect Expense											
1. Internal			\$29,392	25%	\$7,422	75%	\$21,970			100%	\$21,970
2. External											
IV. Total Indirect Expense			\$29,392		\$7,422		\$21,970				\$21,970
V. Other Expense											
1. Maintenance and Transportation			\$7,000	25%	\$1,768	75%	\$5,232			100%	\$5,232
V. Total Other Expense			\$7,000		\$1,768		\$5,232				\$5,232
Budget Grand Total			\$352,582		\$89,039		\$263,546		\$128,512		\$135,034

Prepared By (Signature) *Donna Clark* Date Prepared *2-17-12* Phone Number (530) 749-6467
 CCS Administrator (Signature) *[Signature]* Date Signed *2-17-12* Phone Number (530) 749-6466
 Email address *dclark@co.yuba.ca.us* Email address *1015@co.yuba.ca.us*

Combined

WORKSHEET
TO DETERMINE FUNDING SOURCES FOR ADMINISTRATIVE ACTIVITIES
RELATED TO HEALTHY FAMILIES FOR FY 2011-12
MID-YEAR REVISION FOR 3RD & 4TH QUARTERS

County YUBA

****This worksheet is formula driven. Fill in shaded areas and the calculations will be entered automatically**

Caseload Percentages

		(a)	(b)
1	Enter the total Non Medi-Cal Caseload (from the Caseload Box on the Budget Summary)	97	
2	Enter The total Healthy Families Caseload (from Caseload Box on the Budget Summary) and divide by the total Non Medi-Cal Caseload (line 2a divided by line 1(a))	66	68.04%
3	Enter the Total CCS Caseload (from the caseload box on the Budget Summary) and divide by the total Non Medi-Cal Caseload (line 3(a) divided by line 1(a))	31	31.96%

SOURCE OF FUNDS**Straight CCS**

4	Enter Budget Grand Total for Non Medi-Cal (from Budget Summary, Column 2)	\$89,039	
5	Total Straight CCS Dollars (multiply CCS percentage, line 3(b) x line 4(a))	\$28,456	
6	State (Line 5(a) x 50%)	(Transfer to Budget Summary, Column 2)	\$14,228
7	County (subtract Line 6(b) from Line 5(a))	(Transfer to Budget Summary, Column 2)	\$14,228

CCS Healthy Families

8	Determine Total Healthy Families Dollars (HF percentage from line 2, column b above x total Straight CCS dollars, Line 4, column a)	\$60,583	
9	State/County (35%) (multiply Total Healthy Families Dollars, line 8, column (a) by 35%)	\$21,204	
10	State (multiply line 9, column (a) by 50%)	(Transfer to Budget Summary, Column 2)	\$10,602
11	County (subtract line 10(b) from line 9(a))	(Transfer to Budget Summary, Column 2)	\$10,602
12	Federal Title XXI (65%) (multiply Total Healthy Families Dollars, line 8, column (a) by 65%)	(Transfer to Budget Summary, Column 2)	\$39,379

Budget Grand Total (equals Budget Grand Total for Non Medi-Cal from Budget Summary)

\$89,039

CCS
Budget Narrative
Fiscal Year 2011-2012

Mid-Year Revision for 3rd & 4th Quarters

I. PERSONNEL EXPENSES

Total Salaries:	\$217,963
Total Benefits:	\$75,957
Total Personnel Expenses:	\$ 293,920

II. OPERATING EXPENSES

1 <u>Travel</u>	\$475	Includes travel to statewide conferences, regional meetings, travel for approved training, daily business, personal vehicle use mileage at current Co. approved rate , and per diem for lodging/meals.
2 <u>Training</u>	\$945	Cost of registration for conferences and workshops
3 <u>Office Expense</u>	\$5,483	Office supplies, printing, copies, educational material postage.
4 <u>Space Rental</u>	\$14,713	3.35 FTE's x 150 Sq Ft per x \$2.44 x 12 Months
5 <u>Communications</u>	\$654	Long distance charges for program usage. \$16.28 per FTE x 12 months x 3.35 FTE

Total Operating Expenses: \$ 22,270

III. CAPITAL EXPENDITURES \$ -

IV. INDIRECT EXPENSE

1 <u>Internal</u>	\$29,392	10% of Total Personnel Expense to cover indirect expenses.
-------------------	----------	--

2 <u>External</u>	\$ -
-------------------	------

Total Indirect Expenses: \$ 29,392

V. OTHER EXPENSES

1 <u>Maintenance & Transportation</u>	\$7,000
---	---------

Total Other Expenses: \$ 7,000

BUDGET GRAND TOTAL: **\$ 352,582**



*SPECIAL
PRESENTATIONS*

THIS PAGE INTENTIONALLY LEFT BLANK



Casa de Esperanza, Inc

- Domestic Violence Services
- Rape Crisis Services
- Community Education
- Children/Teen Programs

March 13, 2012

Yuba County Board of Supervisors
915 8th Street Suite 109
Marysville, Ca 95901

Dear Honorable Board Members:

Each year we come before you and request your support in proclaiming April as Child Abuse Prevention month. Each year you have shown your support to the abused and neglected children of our community through your proclamation and by wearing blue ribbons. This year we again ask for your support.

Multiple agencies, community groups, and citizens have joined together this year to celebrate "Hands Across the Bridge." This year we invite you to wear a blue ribbon and hang blue ribbons in your home, on your car antenna and or mirror during the month of April. This will be evidence of your personal commitment to ending the tragedy of child abuse and neglect, and support those individuals and agencies who daily fight the battle against child abuse.

We ask your board to kick off the beginning of the month by adopting the attached proclamation at your earliest meeting in April. We appreciate the support you have provided in the past and look forward to your continuing support in the future.

If you would like any additional information regarding child abuse, or if you have any questions in reference to our planned events for Child Abuse Prevention month, please feel free to contact Casa at (530)674-5400.

Sincerely,

Marsha Krouse-Taylor
Executive Director

THE COUNTY OF YUBA

BOARD OF SUPERVISORS



— P R O C L A M A T I O N —

**DECLARING THE MONTH OF APRIL 2012
AS CHILD ABUSE PREVENTION MONTH
IN THE COUNTY OF YUBA**

WHEREAS, the tragedy of child abuse and neglect affects every community in California and touches the lives of far too many citizens regardless of cultural, ethnic, religious or socioeconomic level; and

WHEREAS, the threat to our children's welfare is demonstrated by steady increases in the number and in the seriousness of reported cases of child abuse and neglect; and

WHEREAS, if our children are to become productive adults, they should have the right to a childhood free from neglect, physical abuse, sexual molestation and exploitation; and

WHEREAS, it is recognized that primary prevention programs designed to work with children themselves, their parents, and care givers within the community are successful in preventing first time abuse situations; and

WHEREAS, early identification and intervention are essential to successfully interrupting the generational cycle of abuse and neglect; and

WHEREAS, collaboration among professionals, concerned parents, volunteers and policy makers can help to reduce the level of child abuse and neglect in our communities; and

WHEREAS, dedicated volunteers and professionals are working to decrease the incidence of child abuse through prevention programs and coordination among agencies delivering services to child abuse victims and their families; and

WHEREAS, the observance of Child Abuse Prevention Month provides an excellent opportunity for all citizens to reflect on this tragic crime, while rededicating themselves to taking an active role in child abuse prevention activities in their community.

NOW, THEREFORE, the Yuba County Board of Supervisors does hereby proclaim April 2012 as Child Abuse Prevention Month in the County of Yuba and encourage all residents to join with local community efforts in keeping all children "Safe, Strong and Free."


CHAIRMAN


CLERK OF THE BOARD OF SUPERVISORS



*ORDINANCES
AND
PUBLIC HEARINGS*

THIS PAGE INTENTIONALLY LEFT BLANK

The County of Yuba

Clerk of the Board of Supervisors



April 3, 2012

TO: Board of Supervisors

FROM: Donna Stottlemeyer, Clerk of the Board of Supervisors

SUBJECT: Allowing Board of Supervisors Meetings in District Five

Recommendation

Hold public hearing, waive reading, and adopt ordinance amending Section 2.25.010 relating to Board of Supervisors meeting being held in District Five.

Background and Discussion

The Board has held meetings on occasion in the foothills when there has been a topic of concern for that area. In 2010, Government Code §25081 was amended to require adoption by ordinance, resolution, or rules for the Board to hold a Board meeting at a location other than the county seat and requires any such meeting to be posted in a location freely accessible to the public no later than the prior regular meeting of the Board.

The ordinance being proposed for your consideration adds language to allow regular meetings of the Board to be held in District Five during the summer months if the Board so chooses.

Committee Action

Brought directly to the Board for consideration.

Fiscal Impact

Cost of publication of the summary of proposed/adopted ordinance which has been budgeted. There is no other fiscal impact with regard to adoption of the ordinance.

Attachment

25081. By ordinance the board shall provide for the holding of regular meetings of the board at the county seat. The board may change the place for the holding of one or more regular meetings of the board to a location within the county other than the county seat if both of the following occur:

- (a) The change of location of the regular meeting of the board is adopted by ordinance, resolution, bylaw, or other rule required for the conduct of business by the body at a regular meeting of the body.
- (b) Notice of the location change is posted in a location that is freely accessible to the public no later than the prior regular meeting of the board.

Yuba County Ordinance Code

2.25.010 Board Meetings. The regular meetings of the Board of Supervisors of the County of Yuba shall be held each Tuesday of every calendar month at 9:30 a.m. except on the first Tuesday of each month such meetings shall commence at 6:00 p.m. All such meetings where action may be taken shall be held in the chambers of the Board of Supervisors located at the Yuba County Government Center, 915 8th Street, Marysville, California except during the summer months of the year such meetings may be held in a location in District Five. Each meeting may be continued from time to time until final adjournment. Any regular meeting of the Board of Supervisors that falls upon a holiday or Election day is cancelled. There shall be no regular meeting of the Board of Supervisors in any County work week having two County holidays. By a three-fifths vote of the Board, regular meetings may be cancelled. (#589, as amended by #983, #984, #1081, #1213, #1350, and #1378)

ORDINANCE NO. _____

AN ORDINANCE AMENDING

**SECTION 2.25.010 TO TITLE II OF
THE YUBA COUNTY ORDINANCE CODE
RELATING TO THE BOARD OF SUPERVISORS MEETINGS**

The following ordinance, consisting of three (3) sections, was duly and regularly passed and adopted by the Board of Supervisors of the County of Yuba, State of California, at a regular meeting of the Board of Supervisors held on _____ day of _____, 2012, by the following vote:

AYES:

NOES:

ABSENT:

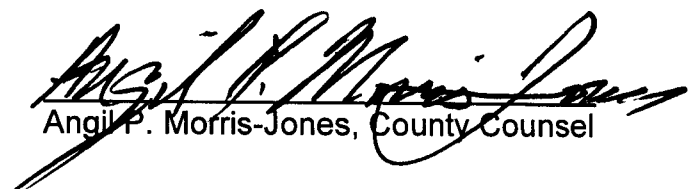
ABSTAIN:

Hal Stocker, Chairman of the Board of
Supervisors of the County of Yuba

ATTEST: DONNA STOTTLEMEYER
Clerk of the Board of Supervisors

By: _____

APPROVED AS TO FORM
ANGIL P. MORRIS-JONES
COUNTY COUNSEL


Angil P. Morris-Jones, County Counsel

THE BOARD OF SUPERVISORS OF THE COUNTY OF YUBA, STATE OF CALIFORNIA DOES ORDAIN AS FOLLOWS:

Section 1. This ordinance shall take effect Thirty (30) days after its passage, and before the expiration of fifteen (15) days after its passage a summary shall be published with the names of the members voting for and against the same, once in a local newspaper of general circulation in the County of Yuba, State of California.

Section 2. Section 2.25.010 to Title II of the Yuba County Ordinance

Code is hereby amended and set forth herein below:

The regular meetings of the Board of Supervisors of the County of Yuba shall be held each Tuesday of every calendar month at 9:30 a.m. except on the first Tuesday of each month such meetings shall commence at 6:00 p.m. All such meetings where action may be taken shall be held in the chambers of the Board of Supervisors located at the Yuba County Government Center, 915 8th Street, Marysville, California except during the summer months of the year such meetings may be held in a location in District Five. Each meeting may be continued from time to time until final adjournment. Any regular meeting of the Board of Supervisors that falls upon a holiday or election day is cancelled. There shall be no regular meeting of the Board of Supervisors in any County work week having two County holidays. By a three-fifths vote of the Board, regular meetings may be cancelled.

Section 3. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional and invalid, such decision shall not affect the validity of the remaining portion of this ordinance. The Board of Supervisors hereby declares that it would have passed this ordinance and every section, subsection, sentence, clause or phrase thereof, irrespective of the fact any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional.

The County of Yuba

Community Development & Services Agency

Kevin Mallen, Director

Phone - (530) 749-5430 • Fax - (530) 749-5434
915 8th Street, Suite 123
Marysville, California 95901
www.co.yuba.ca.us

March 27, 2012



BUILDING
749-5440 • Fax 749-5616

CODE ENFORCEMENT
749-5455 • Fax 749-5464

ENVIRONMENTAL HEALTH • CUPA
749-5450 • Fax 749-5454

HOUSING AND COMMUNITY SERVICES
749-5460 • Fax 749-5464

PLANNING
749-5470 • Fax 749-5434

PUBLIC WORKS • SURVEYOR
749-5420 • Fax 749-5424

FINANCE AND ADMINISTRATION
749-5430 • Fax 749-5434

TO: YUBA COUNTY BOARD OF SUPERVISORS

FROM: MICHAEL G. LEE, DIRECTOR OF PUBLIC WORKS

SUBJ: APPROVE ORDINANCE AMENDING SECTION 9.20.010 (13) AND SECTION 9.20.025 OF THE YUBA COUNTY ORDINANCE CODE TO ALLOW RESIDENTS ON THE RESTRICTED SECTION OF PINWOOD WAY TO PARK ON PINWOOD WAY WITH COUNTY ISSUED PARKING PERMITS

RECOMMENDATION:

Approve the Ordinance Amendments to allow residents abutting the restricted section of Pinewood Way and their guests to park on Pinewood Way with County issued parking permits.

BACKGROUND:

All vehicles are restricted from parking on Pinewood Way east of Fernwood Drive. This restriction was to prevent students from Yuba College from parking on this section of Pinewood Way. There is pedestrian/bicycle access to Yuba College at the east end of Pinewood Way.

DISCUSSION:

The residents of one of the two properties that front on the parking restricted section of Pinewood Way have requested that they be allowed to park on Pinewood Way. Current Ordinance prohibits the residents and their guest from parking along the restricted street frontage.

This amendment will allow the residents and their guests to park on Pinewood Way. The residents will be required to obtain Parking Permit placards from the Public Works Department prior to parking on the street legally. The parking permits placards are to be displayed in the residents' vehicles and those of their guests.

This amendment would only affect two properties that have street frontage on the restricted section of Pinewood Way. Other residents of Pinewood Way or other nearby streets will not be able to obtain parking permits.

FISCAL IMPACT:

The minor cost to install the signs will be from the Road Fund. Residents must pay the County a one-time \$10 fee for the parking permits.

COMMITTEE ACTION:

The Land Use & Public Works Committee recommended approval of the Ordinance amendments to the full Board on March 6, 2012.

THIS PAGE INTENTIONALLY LEFT BLANK

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CHAPTER 9.20 OF TITLE IX OF THE
YUBA COUNTY ORDINANCE CODE BY
REPEALING AND RE-ENACTING SECTIONS 9.20.010 AND 9.20.025
RELATING TO PARKING RESTRICTIONS FOR PINWOOD WAY**

The following ordinance, consisting of three (3) sections, was duly and regularly passed and adopted by the Board of Supervisors of the County of Yuba, State of California, at a regular meeting of the Board of Supervisors held on _____ day of _____, by the following vote:

AYES:

NOES:

ABSENT:


ABSTAIN:

Chairman of the Board of Supervisors
of the County of Yuba, State of California

ATTEST: DONNA STOTTLEMEYER
Clerk of the Board of Supervisors

By: _____

APPROVED AS TO FORM
ANGIL MORRIS-JONES:

By: 

THE BOARD OF SUPERVISORS OF THE COUNTY OF YUBA, STATE OF CALIFORNIA DOES ORDAIN AS FOLLOWS:

Section 1. This ordinance shall take effect thirty (30) days after its passage, and before the expiration of fifteen (15) days after its passage a summary shall be published with the names of the members voting for and against the same, once in a local newspaper of general circulation in the County of Yuba, State of California.

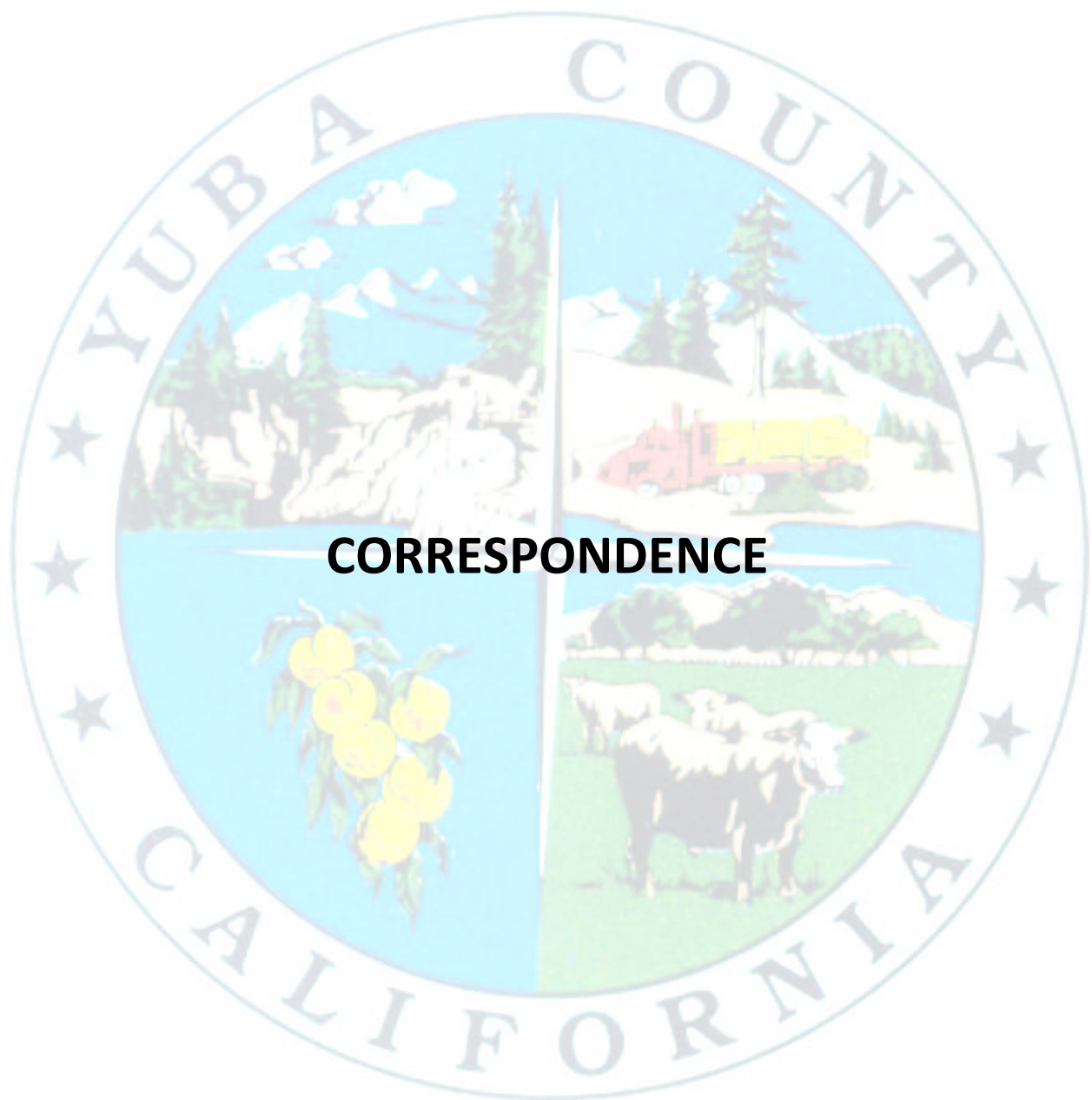
Section 2. This ordinance repeals and re-enacts Section 9.20.010 at subsection (13) and Section 9. 20. 025 of Chapter 9. 20 of Title IX of the Yuba County Ordinance Code as follows:

9.20.010 (13) Pinewood Way on both sides from its intersection with Fernwood Drive to its end. Residents of both sides of Pinewood Way from its intersection with Fernwood Drive to its end may obtain permits allowing said residents and their guests to park on those streets and be exempt from the prohibition of this Subsection.

9.20.025 – Exception by permit.

The Director of Public Works is hereby directed and authorized to issue permits to residents making application for same which exempt the residents and their guests from the parking prohibitions set forth in Section 9.20.010(1), (12), (13) and (16).

Section 3. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional and invalid, such decision shall not affect the validity of the remaining portion of this ordinance. The Board of Supervisors hereby declares that it would have passed this ordinance and every section, subsection, sentence, clause or phrase thereof, irrespective of the fact any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional.



CORRESPONDENCE



THIS PAGE INTENTIONALLY LEFT BLANK

COMMISSIONERS
Daniel W. Richards, President
Upland
Michael Sutton, Vice President
Monterey
Jim Kellogg, Member
Discovery Bay
Richard Rogers, Member
Santa Barbara
Jack Baylis, Member
Los Angeles

EDMUND G. BROWN, JR.



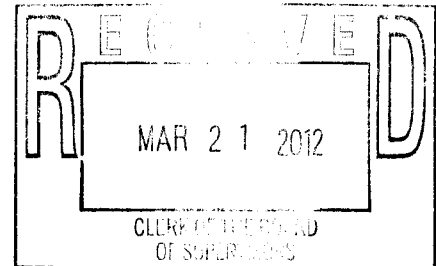
111-12

Sonke Mastrorillo,
EXECUTIVE DIRECTOR
1416 Ninth Street, Room 1320
Box 944209
Sacramento, CA 94244-2090
(916) 653-4899
(916) 653-5040 Fax
fgc@fgc.ca.gov

STATE OF CALIFORNIA

Fish and Game Commission

March 23, 2012



TO ALL INTERESTED AND AFFECTED PARTIES:

This is to provide you with a copy of the notice of proposed regulatory action relative to Section 632, Title 14, California Code of Regulations, relating to Central marine protected areas, which will be published in the California Regulatory Notice Register on March 23, 2012.

Please note the dates of the public hearings related to this matter and associated deadlines for receipt of written comments.

Ms. Marija Vojkovich, Manager, Marine Region, Department of Fish and Game, (805) 568-1246, has been designated to respond to questions on the substance of the proposed regulations.

Sincerely,

Sherrie Fonbuena
Associate Governmental Program Analyst

Attachment

3-22-12: Copy provided to Fish and Game Advisory Commission/rf

BOS CORRESPONDENCE A

TITLE 14. Fish and Game Commission

Notice of Proposed Changes in Regulations

NOTICE IS HEREBY GIVEN that the Fish and Game Commission (Commission), pursuant to the authority vested by Sections 200, 202, 203.1, 205(c), 219, 220, 1590, 1591, 2860, 2861 and 6750 of the Fish and Game Code, and Sections 36725(a) and 36725(e), of the Public Resources Code, and to implement, interpret or make specific Sections 200, 202, 203.1, 205(c), 219, 220, 1580, 1583, 2861, 5521, 6653, 8420(e) and 8500 of the Fish and Game Code, and Sections 36700(e), 36710(e), 36725(a) and 36725(e) of the Public Resources Code, proposes to amend Section 632, Title 14, California Code of Regulations, relating to marine protected areas.

Informative Digest/Policy Statement Overview

Background

The Marine Life Management Act (MLMA, Stats. 1998, ch. 1052) created a broad programmatic framework for managing fisheries through a variety of conservation measures, including marine protected areas (MPAs). The Marine Life Protection Act (MLPA, Stats. 1999, ch. 1015) established a programmatic framework for designating such MPAs in the form of a statewide network. The Marine Managed Areas Improvement Act (MMAIA, Stats. 2000, ch. 385) standardized the designation of marine managed areas (MMAs), which include MPAs. The overriding goal of these acts is to ensure the conservation, sustainable use, and restoration of California's marine resources. Unlike previous laws, which focused on individual species, the acts focus on maintaining the health of marine ecosystems and biodiversity in order to sustain resources.

Existing regulations (the no-change alternative) consist of five MPAs covering an area of 3.1 square miles (sq mi), representing 0.3 percent of the state waters within the MLPA North Coast Study Region (NCSR). Sixty-six percent of the protected area is within no-take state marine reserves covering 2.1 sq mi or 0.2 percent of the state waters within the MLPA NCSR.

The regulatory action is intended to meet the goals described in the MLPA within a portion of California's State waters. The area covered in this regulatory action is the MLPA NCSR, defined as State waters from the California-Oregon border to Alder Creek, near Point Arena in Mendocino County. This region covers approximately 1,027 sq mi of state waters. The MLPA goals focus on improving the connectivity and effectiveness of California's existing array of MPAs to protect the State's marine life, habitats, and ecosystems. The MLPA specifically requires that the Department of Fish and Game (Department) prepare a master plan and that the Fish and Game Commission (Commission) adopt a Marine Life Protection Program and regulations based on the plan to achieve the MLPA goals (Fish and Game Code Section 2855).

The MLPA requires that the program, in part, contain an improved marine life reserve (now state marine reserve) component [Fish and Game Code subsection 2853(c)(1)] and protect the natural diversity of marine life and the structure, function, and integrity of marine ecosystems [Fish and Game Code subsection 2853(b)(1)]. This protection may help provide sustainable resources as well as enhance functioning ecosystems that provide benefits to both consumptive and non-consumptive user groups. The program may include areas with various levels of protection (LOP) through MPAs that may allow for specified commercial and recreational activities. These activities include but are not limited to fishing for certain species but not others, fishing with certain practices but not others, and kelp harvesting, provided these activities are consistent with the objectives of the area and the goals and guidelines of the MLPA.

Regional Implementation of Marine Life Protection Act

Important in developing the Proposed Regulation was the consideration for the north coast MPAs to form a component of a statewide biological network. The north coast is the fourth of five study regions to be implemented through the MLPA.

The Proposed Regulation establishes a network component of MPAs for the north coast designed to include all representative north coast habitats and major oceanic conditions. Unique and critical habitats were considered separately to guarantee both representation and protection. From an ecological perspective, the Proposed Regulation creates a network component of MPAs in the north coast consistent with the goals of the MLPA. The Proposed Regulation attempts to minimize potential negative socio-economic impacts and optimize potential positive socio-economic impacts for all users, to the extent possible.

Proposed Regulation

The Proposed Regulation includes 19 MPAs, one MMA, and seven special closures for the NCSR. Of the 19 MPAs, 15 are new and four are existing MPAs. Of the 15 new proposed MPAs, eight MPAs include sub-options for boundaries or allowed take. The Proposed Regulation also amends the boundaries and allowed take of the four existing MPAs to meet the Department's feasibility guidelines and to facilitate public understanding. One existing MPA, the Punta Gorda State Marine Reserve (SMR), would be removed and replaced by two proposed nearby SMRs.

The three classifications of MPAs used in California to reflect differing allowed uses are SMR, state marine conservation area (SMCA), and state marine park (SMP). Public Resources Code Section 36710 lists the restrictions applied in these classifications. Two of these classifications, SMR and SMCA, are utilized in the Proposed Regulation. One MMA classification known as a state marine recreational management area (SMRMA) is a component of the Proposed Regulation. Public Resources Code Section 36700(e) lists the restrictions in this classification. The Commission has the statutory authority to designate SMRs, SMCAs, and SMRMAs; however, the third MPA classification, SMP, may only be created, modified, or deleted under the authority of the State Park and Recreation Commission [Public Resources Code Section 36725(b)].

Pre-existing activities and artificial structures including but not limited to utility cables, bridge maintenance, maintenance dredging, and habitat restoration occur throughout the NCSR. These activities may result in incidental take. However, the activities are regulated by other federal, state, and local agencies, whose jurisdiction cannot be pre-empted through designation of MPAs under the MLPA. Out of the 19 MPAs and one MMA in the Proposed Regulation, three have been identified as having various existing activities regulated by other agencies. These activities are specified within the proposed MPA regulations to make explicit that these regulated activities are allowed to continue under current permits. The Department provided details regarding these activities, and other unresolved issues requiring the Commission's input, at the Commission's October 19, 2011 meeting.

Beginning in July 2009, the Department and Marine Life Protection Act Initiative (MLPAI) staff began discussions with north coast tribes and tribal communities regarding the MLPAI north coast MLPA planning process. At the Commission's June 29-30, 2011 meeting, staff provided three options developed to accommodate tribal take in MPAs on the north coast. The Commission chose Tribal Option 1 to provide for specific non-commercial tribal uses by federally recognized tribes. The Commission asked the federally recognized tribes to submit a factual record of historic and current uses in specific geographies, other than SMRs, to the Commission

within 60 days. The Commission directed the Department to develop regulatory language defining tribal take using specific criteria. The criteria the Commission identified required any tribal member taking living marine resources to possess an identification card issued by a federally recognized tribe, a valid California fishing license for persons 16 years and older, and any valid report card, validation, permit or any other entitlement that is required by applicable federal, state, or local law. The Commission also decided that all tribal take must be consistent with existing regulation. The Commission received six factual records representing twenty-four federally recognized north coast tribes and tribal communities prior to the 60-day deadline. The factual records identified eleven MPAs for tribal use with overlapping requests in some MPAs by specific tribes. In addition to the factual records, the Commission received two letters calling attention to intertribal agreements. These intertribal agreements are transactions between tribes and tribal communities wishing to take resources within the ancestral territories of other tribes and tribal communities, and need to be negotiated between those tribes. The regulations for the NCSR MPAs will not be changed based on intertribal agreements but will reflect tribal take in specific MPAs as they were listed in the factual records received by the Commission.

Take "from shore only" is currently proposed at Double Cone Rock SMCA and Big River Estuary SMCA in the Proposed Regulation. Two existing MPAs outside of the study region also include take restricted to shore only. Due to confusion over the interpretation of what it means to "take from shore only", the Proposed Regulation includes a general definition for take "originating from shore" that would apply to the Proposed Regulation as well as other MPAs coastwide that allow shore only fishing.

Regulatory Sub-options

Regulatory sub-options are included for eight of the proposed MPAs within the Commission's Proposed Regulation, to provide alternatives to either boundaries or take regulations in the Proposed Regulation that address Department feasibility concerns, as requested by MLPA Initiative staff or stakeholders.

Proposed Regulation Details

The 19 MPAs, one MMA, and seven special closures in the Proposed Regulation encompass geographically 136 sq mi, representing 13 percent of the approximately 1,027 sq mi of state waters within the north coast region. No-take SMRs encompass 51 sq mi or five percent of state waters within the north coast region. The remaining areas are primarily SMCAs and one SMRMA that allow some fishing activity, covering an area of 85 sq mi or eight percent of state waters within the MLPA NCSR.

Alternatives to Regulation Change

Alternatives to the Proposed Regulation were provided by the North Coast Regional Stakeholders Group (NCRSG) and Blue Ribbon Task Force (BRTF) to meet the purposes of the regulatory action but were not selected as the preferred alternative. Each alternative, with the exception of the no-change alternative, meets the goals and guidelines of the MLPA to varying degrees, and attempts to adhere to the SAT guidelines in the draft master plan to the extent possible.

Alternative 1 – This is the Enhanced Compliance Alternative (ECA), developed by the BRTF using the NCRSG proposal and input by constituents representing a variety of consumptive, non-consumptive, and environmental interests. It consists of 21 proposed MPAs and seven special closures covering an area of 134 sq mi, representing 13 percent of the approximately 1,027 sq mi of state waters within the north coast region. No-take SMRs or "very high protection" SMCAs that do not allow fishing encompass 51 sq mi or five percent of state waters

within the MLPA NCSR. The remaining MPAs encompass 83 sq mi or eight percent of state waters within the MLPA NCSR.

No-Change Alternative

The no-change alternative would leave existing MPAs in state waters of the MLPA NCSR unchanged. This alternative does not address the goals and requirements of the MLPA.

Benefit of Proposed Regulation

The benefit of the Proposed Regulation is the creation of a network component of MPAs in the north coast consistent with the goals of the MLPA. From an economic and social perspective, the Proposed Regulation attempts to minimize potential negative socio-economic impacts and optimize potential positive socio-economic impacts for all users, to the extent possible.

The proposed regulations are neither inconsistent nor incompatible with existing state regulations. The California Department of Parks and Recreation (State Parks) provided input on issues related to their concerns and jurisdiction during the development of the Proposed Regulation. Pre-existing activities and artificial structures including but not limited to utility cables, bridge maintenance, maintenance dredging, and habitat restoration occur throughout the NCSR. These activities may result in incidental take. However, the activities are regulated by other federal, state, and local agencies, whose jurisdiction cannot be pre-empted through designation of MPAs under the MLPA.

NOTICE IS GIVEN that any person interested may present statements, orally or in writing, relevant to this action at a hearing to be held at the Red Lion Hotel, 1929 4th Street, Eureka, California, on Wednesday, April 11, 2012 at 8:30 a.m., or as soon thereafter as the matter may be heard.

NOTICE IS ALSO GIVEN that any person interested may present statements, orally or in writing, relevant to this action at a hearing to be held at the Red Lion Hotel, 1929 4th Street, Eureka, California, on Wednesday, June 6, 2012 at 8:30 a.m., or as soon thereafter as the matter may be heard. It is requested, but not required, that written comments be submitted on or before Friday, June 1, 2012 at the address given below, or by fax at (916) 653-5040, or by e-mail to FGC@fgc.ca.gov. Written comments mailed, faxed or e-mailed to the Commission office, must be received before 5:00 p.m. on Monday, June 4, 2012. All comments must be received no later than June 6, 2012 at the hearing in Eureka, California. If you would like copies of any modifications to this proposal, please include your name and mailing address.

The regulations as proposed in strikeout-underline format, as well as an initial statement of reasons, including environmental considerations and all information upon which the proposal is based (rulemaking file), are on file and available for public review from the agency representative, Sonke Mastrup, Executive Director, Fish and Game Commission, 1416 Ninth Street, Box 944209, Sacramento, California 94244-2090, phone (916) 653-4899. Please direct requests for the above mentioned documents and inquiries concerning the regulatory process to Sonke Mastrup or Sherrie Fonbuena at the preceding address or phone number. **Ms. Marija Vojkovich, Manager, Marine Region, Department of Fish and Game, (805) 568-1246, has been designated to respond to questions on the substance of the proposed regulations.** Copies of the Initial Statement of Reasons (ISOR), including the regulatory language, may be obtained from the address above. Notice of the proposed action shall be posted on the Fish and Game Commission website at <http://www.fgc.ca.gov>.

Availability of Modified Text

If the regulations adopted by the Commission differ from but are sufficiently related to the action proposed, they will be available to the public for at least 15 days prior to the date of adoption. Any person interested may obtain a copy of said regulations prior to the date of adoption by contacting the agency representative named herein.

If the regulatory proposal is adopted, the final statement of reasons may be obtained from the address above when it has been received from the agency program staff.

Impact of Regulatory Action

The potential for significant statewide adverse economic impacts that might result from the proposed regulatory action has been assessed, and the following initial determinations relative to the required statutory categories have been made:

- (a) Significant Statewide Adverse Economic Impact Directly Affecting Business, Including the Ability of California Businesses to Compete with Businesses in Other States:

The Proposed Regulation will not have a significant statewide adverse economic impact directly affecting business including the ability of California businesses to compete with businesses in other states. The Proposed Regulation may have negative impacts on commercial and recreational fishing operations and businesses.

The impacts presented here do not represent a complete socioeconomic impact analysis, but rather what is generally referred to as a first order impact analysis, meaning that it only assesses potential impacts up to the dock (i.e., for commercial, commercial passenger fishing vessel and recreational fisheries). Furthermore, a key assumption of this analysis is that estimates represent maximum potential impacts. An assumption made in the analysis is that the Proposed Regulation completely eliminates fishing opportunities in areas closed to specific fisheries and that fishermen are unable to adjust or mitigate in any way. In other words, all fishing in an area affected by a marine protected area (MPA) is lost completely, when in reality it is more likely that fishermen will shift their efforts to areas outside the MPA. The effect of such an assumption is most likely an overestimation of the impact, or a "worst case scenario."

The estimates of maximum potential impacts shown here rely on the survey work and subsequent geographic information system (GIS) data analysis conducted by MLPA contractor Ecotrust, and either reported in various documents to the Science Advisory Team (SAT), NCRSG, and BRTF or generated using the GIS data analysis tool created by Ecotrust. Ecotrust interviewed fishermen to determine both locations of fishing activities and the relative importance of each location. In other words, areas identified were considered by the level of importance placed on those areas relative to total fishing grounds; these are referred to as areas of "stated importance" in analyses. Ecotrust's importance indices were combined with cost share information (gathered during the interviews) to measure the maximum potential impacts of prospective closures on stated and economic values for key commercial, commercial passenger fishing vessel, and recreational harvesters. The methodology used to determine maximum potential impacts for the Proposed Regulation are described in ISOR Attachment 3 (pp 91-96).

Commercial Harvesters

The maximum potential net economic impact (profit in real 2007 dollars) to commercial harvesters under the Proposed Regulation (see Table 4) was estimated to be \$278,177 per year. In comparison, the estimated average annual baseline ex-vessel value for the study region from 2000–2007 was estimated to be \$23,865,216 and, based on business cost estimates derived from interviews, the estimated corresponding baseline net profit was \$9,289,008. Using these values, the estimated maximum potential percentage reduction per year under the Proposed Regulation was 3.0 percent.

Table 4. Estimated annual maximum potential net economic impacts to commercial harvesters by fishery relative to the base for the Proposed Regulation in the North Coast Study Region.

Fishery	Baseline Ex-Vessel Value	Baseline Profit	Proposed Regulation	
			Estimated Profit Loss (\$)	Estimated Profit Loss (%)
Anchovy/Sardine (Lampara Net)	\$44,428	\$7,553	\$506	6.7%
Dungeness Crab (Trap)	\$18,471,736	\$6,852,874	\$177,737	2.6%
Herring (Gillnet)	\$11,701	\$4,915	\$96	1.9%
Rockfish (Fixed Gear)	\$642,453	\$296,189	\$18,640	6.3%
Salmon (Troll)	\$3,027,616	\$1,249,463	\$32,366	2.6%
Shrimp (Trap)	\$251,315	\$93,286	\$0	0.0%
Smelt (Brail–Dip Net)	\$122,680	\$48,358	\$0	0.0%
Surfperch (Hook and Line)	\$26,431	\$12,167	\$2,389	19.6%
Urchin (Dive Captain)	\$896,780	\$465,151	\$29,637	6.4%
Urchin (Walk-on Dive)	\$370,076	\$259,053	\$16,805	6.5%
All Fisheries	\$23,865,216	\$9,289,008	\$278,177	3.0%

The estimated maximum potential impact to commercial harvesters was also calculated by port under the Proposed Regulation (Figure 2). In addition, it should be noted that the potential impacts to specific fisheries also vary by port.

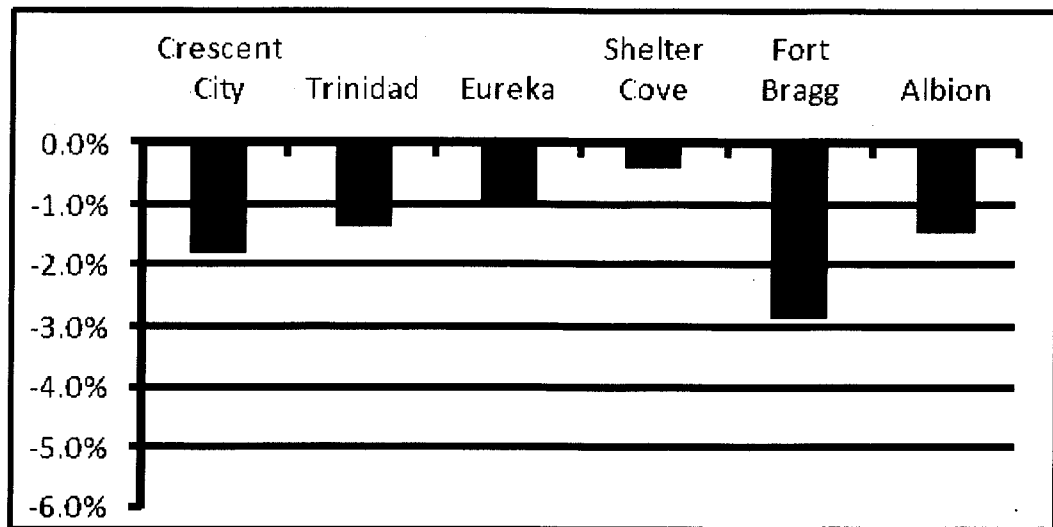


Figure 2. Estimated annual maximum potential net economic impacts of the Proposed Regulation to commercial harvesters by port.

Due to the aggregation of data necessary to maintain the confidentiality of individual fishermen's financial data, the average impacts across fisheries may not be representative of the true maximum potential impact to an individual fisherman and may actually underestimate the maximum potential impact to specific individuals.

That said, Ecotrust, as part of their assessment, was asked to provide summary information on any disproportionate impacts on individual fishermen and/or particular fisheries. This was based on lessons learned in the MLPA Central Coast Study Region, where significant disproportionate impacts were only discovered in the implementation phase, leaving limited options to lessen these impacts.

Ecotrust evaluated whether any port-fishery combinations may be disproportionately affected by the Proposed Regulation. To assess these impacts, Ecotrust used a box plot analysis to identify outliers within each fishery (calculated using estimated impacts on the stated value of total fishing grounds). In a box plot analysis, outliers are defined as extreme values that deviate significantly from the rest of the sample. Box plot analysis results can also inform convergence among MPA proposals within a fishery and/or relative potential impacts between fisheries. While no port-fishery combination is disproportionately impacted at a statistically significant level, the surfperch fishery may be disproportionately impacted relative to other fisheries. Similarly, while there are no statistically significant outliers for urchin, surfperch, or herring, the bi-modal nature of the potential impacts should be noted.

Recreational Harvesters

Ecotrust also analyzed the maximum potential impacts to commercial passenger fishing vessel (CPFV) operators and recreational fishermen (dive, kayak, and private vessel user groups only) in terms of percentage of the fishing grounds within the study region and percentage of stated importance values of fishing grounds within the study region. Estimated impacts represent impacts to areas of stated importance and not impacts on

level of effort or on spatial area of total fishing grounds. Similar to the commercial estimates of maximum potential impact, these estimates assume all fishing activity that previously occurred in a closed area is “lost” and not replaced by movement to another location.

Commercial Passenger Fishing Vessels

Ecotrust calculated the maximum potential net economic impact for the CPFV fisheries as the average percentage reduction in net economic revenue (i.e., profit) based on stated importance for all five species considered (Table 5).

Table 5. Estimated annual maximum potential net economic impacts to commercial passenger fishing vessel fisheries relative to the base.

Port	California Halibut	Dungeness Crab	Pacific Halibut	Rockfish/ Bottomfish	Salmon
Crescent City	0.0%	0.0%	0.0%	0.0%	0.0%
Trinidad	0.5%	0.0%	0.0%	0.1%	1.7%
Eureka	0.0%	0.0%	3.0%	12.0%	1.9%
Shelter Cove	0.0%	0.0%	15.3%	6.9%	0.0%
Fort Bragg	0.0%	9.5%	0.0%	6.2%	11.6%

Other recreational harvesters

Recreational fisheries were stratified by port and user group (i.e., dive, kayak, and private vessel). See Table 6 for additional details.

While not actual economic losses, a loss in recreational fishing areas could lead to decreases in revenues to recreational fishing-dependent businesses.

Table 6. Estimated percentage of stated value of total recreational fishing grounds affected by port and user group for the Proposed Regulation.

Port	User Group	Abalone	California Halibut	Dungeness Crab	Pacific Halibut	Rockfish/ Bottomfish	Salmon
Crescent City	Dive	0.0%	---	0.0%	---	0.4%	---
	Kayak	---	---	---	---	---	---
	Private Vessel	---	3.1%	0.0%	3.8%	0.1%	0.4%
Trinidad	Dive	0.0%	---	0.0%	---	0.0%	---
	Kayak	---	---	---	---	0.0%	0.0%
	Private Vessel	---	0.0%	0.1%	0.0%	5.3%	0.4%
Eureka	Dive	0.0%	---	0.0%	---	15.6%	---
	Kayak	---	---	---	---	---	---
	Private Vessel	---	0.1%	0.0%	0.8%	12.6%	0.1%
Shelter Cove	Dive	0.0%	---	0.0%	---	0.0%	---
	Kayak	---	---	---	---	---	---
	Private Vessel	---	0.0%	0.0%	7.9%	8.9%	0.0%
Fort Bragg/ Albion	Dive	9.4%	---	0.0%	---	9.3%	---
	Kayak	---	---	---	---	6.8%	0.7%
	Private Vessel	---	17.8%	7.7%	22.9%	8.0%	4.3%

In the long term, the potential negative impacts may be balanced by potential positive impacts of sustainable fisheries, non-consumptive benefits, and ecosystem function in the reserve areas. In addition, potential benefits may be realized through adult fish spillover to areas adjacent to marine reserves and state marine conservation areas that prohibit bottom fishing for finfish, as well as through transport to distant sites.

The impacts of Proposed Regulation are essentially the same as the impacts for the Revised Round 3 North Coast Regional Stakeholder Group Marine Protected Area Proposal (RNCP). Attachment 15 contains a comparison of the impacts of the RNCP and the Enhanced Compliance Alternative.

- (b) Impact on the Creation or Elimination of Jobs within the State, the Creation of New Businesses or the Elimination of Existing Businesses, or the Expansion of Businesses in California; Benefits of the Regulation to the Health and Welfare of California Residents, Worker Safety, and the State's Environment:

Each alternative has potential impacts on the creation and elimination of jobs related to commercial, CPFV, recreational fishing, and non-consumptive activities. An estimate of the number of jobs eliminated as a direct result of the proposed action is difficult to

determine. Commercial fishing operations are generally small businesses employing few individuals and, like all small businesses, are subject to failure for a variety of causes. Additionally, the long-term intent of the proposed action is to increase sustainability in fishable stocks and subsequently the long-term viability of these same small businesses. Jobs related to the non-consumptive tourism and recreational industries would be expected to increase over time by some unknown factor based on expected improvements in site quality and increased visitation to certain locations.

The benefit of the Proposed Regulation is the creation of a network component of MPAs in the north coast, protecting and enhancing natural resources and improving natural resources sustainability, consistent with the goals of the MLPA. From an economic and social perspective, the Proposed Regulation attempts to minimize potential negative socio-economic impacts and optimize potential positive socio-economic impacts for all users, to the extent possible.

Non-monetary benefits to the health and welfare of California residents and to worker safety are not anticipated.

(c) Cost Impacts on a Representative Private Person or Business:

The Commission is not aware of any cost impacts that a representative private person or business would necessarily incur in reasonable compliance with the proposed action.

(d) Costs or Savings to State Agencies or Costs/Savings in Federal Funding to the State:

Additional costs to State agencies for enforcement, monitoring, and management of MPAs are difficult to estimate and are dependent on not only the impacts of the Proposed Regulation, but also other regulations and processes, expectations and implementation needs. Further discussion is needed to clarify the needs and expectations. Comprehensive DFG monitoring, management and enforcement for the North Coast Study Region cannot be absorbed by existing DFG budgets, and will result in significant funding and position needs.

The Department will incur costs associated with printing and installing new regulatory signage, and developing and printing public outreach materials. However, partnerships with state and federal agencies, academic institutions, and non-profit organizations are likely to continue to play an important role in assisting with MLPA implementation in coming years.

Current cooperative efforts with the Channel Islands National Marine Sanctuary, Monterey Bay National Marine Sanctuary, and Gulf of the Farallones National Marine Sanctuary have provided funding for some existing State costs, and cooperative efforts are expected to increase with the adoption of the proposed regulation. In addition to agency partnerships, during planning and implementation of the MLPA study regions (i.e., central coast, north central coast, and south coast), substantial funding in the millions of dollars were contributed by private fund sources including MLPAI partners, and through bond money distributed through the Ocean Protection Council. These contributions supported costs for baseline science and socio-economic data collection, signage, and outreach and education, among other things, and allowed for a greater outcome than may have been possible with Department funding alone. While it is

difficult to quantify the level of support that will be provided by partnerships in future years, the Department will continue to actively pursue and maximize such assistance.

Changes requiring additional enforcement, monitoring, or management will increase the recurring costs to the Department, and total state costs would increase as new study regions are designated and become operational. For the north coast, the near-term cost to implement the proposed MPAs will include one-time startup, a baseline data collection program, and recurring annual costs. In light of uncertainty regarding the cost for monitoring, funding due to the State's current fiscal crisis, and the level of future funding from external partners, the estimated new funding requirements by the state for MLPA in the north coast are unknown at this time.

- (e) Nondiscretionary Costs/Savings to Local Agencies: None.
- (f) Programs Mandated on Local Agencies or School Districts: None.
- (g) Costs Imposed on any Local Agency or School District that is Required to be Reimbursed Under Part 7 (commencing with Section 17500) of Division 4, Government Code: None.
- (h) Effect on Housing Costs: None.

Effect on Small Business

It has been determined that the adoption of these regulations may affect small business. The Commission has drafted the regulations in Plain English pursuant to Government Code sections 11342.580 and 11346.2(a)(1).

Consideration of Alternatives

The Commission must determine that no reasonable alternative considered by the Commission, or that has otherwise been identified and brought to the attention of the Commission, would be more effective in carrying out the purpose for which the action is proposed, would be as effective and less burdensome to affected private persons than the proposed action, or would be more cost-effective to affected private persons and equally effective in implementing the statutory policy or other provision of law.

FISH AND GAME COMMISSION

Sonke Mastrup
Executive Director

Dated: March 13, 2012