



**STATE OF CALIFORNIA, COUNTY OF SIERRA
BOARD OF SUPERVISORS
MINUTES
SPECIAL TELECONFERENCE MEETING**

Lee Adams, District 1

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Peter W. Huebner, District 2

P.O. Box 349 - Sierra City, CA 96125 - 530-565-6055 - phuebner@sierracounty.ca.gov

Paul Roen, Vice-Chair, District 3

P.O. Box 43 - Calpine, CA - 530-565-6048 - supervisor3@sierracounty.ca.gov

Jim Beard, District 4

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Scott A. Schlefstein, Chair, District 5

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The Sierra County Board of Supervisors met in a special teleconference session commencing at 10:00 a.m. on June 8, 2018. Locations available for the public to attend the teleconference meeting will be in the Board of Supervisors' Chambers, Courthouse, Downieville, CA, and the Sheriff's Substation, 61050 State Route 49, Loyalton, CA. This meeting was recorded for posting on the Board of Supervisors' website at www.sierracounty.ca.gov.

ROLL CALL

Present: Lee Adams, Supervisor, District #1
Peter W. Huebner, Supervisor, District #2
Paul Roen, Supervisor, Vice-Chair, District #3
Jim Beard, Supervisor, District #4

Absent: Scott A. Schlefstein, Supervisor, Chair, District #5

Staff: Heather Foster, Clerk-Recorder
David Prentice, County Counsel via teleconference
Van Maddox, Auditor/Treasurer Tax-Collector
Tim Beals, Director of Planning and Transportation
Laura Marshall, Assessor/IS Manager

June 8, 2018

APPROVAL OF REGULAR AGENDA

The Board moved to approve the Regular Agenda.

APPROVED. Motion: Adams/Huebner/Unanimous Roll Call Vote: 4/0/1 (Supervisor Schlefstein ABSENT)

REGULAR AGENDA

2. PUBLIC COMMENT OPPORTUNITY

At 10:13 a.m. Vice-Chair Roen opened and closed the public comment opportunity with no persons addressing the Board.

3. BOARD OF SUPERVISORS

3.A. Discussion and possible approval of reorganizing information services for the County of Sierra:

- 1) Discussion and approval of the concept of an IT Department for County of Sierra.

County Counsel provided brief background on the Assessor's letter of resignation as the IS Manager, effective August 31, 2018 and the need to develop the IT Department.

Supervisor Adams reviewed the discussion held at the Finance Committee with respect to moving the IT Department to a standalone agency and converting one of the existing positions to a department manager.

Comments were received by the Auditor in regards to the costs associated with the proposed reorganization of the IT Department which would be approximately \$14,000 to the general fund.

The Director of Planning asked a number of questions with respect to the salary and benefits of the proposed department manager position and the overall cost to the general fund. The Director also expressed concerns with prematurely adopting a job description without having a qualified individual to perform an independent analysis of what the service and needs are for the County.

Comments were received by the IS Manager and Auditor with respect to an independent analysis having already been done in the past.

Considerable discussion ensued with the Board and staff.

Public comment was received by Mary Jo Rust, Downieville in regards to the proposed reorganization of the department.

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The Board moved to approve the concept of an IT Department for the County of Sierra.

APPROVED. Motion: Adams/Beard/Unanimous Roll Call Vote: 4/0/1 (Supervisor Schlefstein ABSENT)

- 2) Discussion and approval of job description for Information Technology Officer (ITO).

County Counsel provided background on the proposed job description for an Chief Technology Officer which was developed using other counties job descriptions and was also reviewed by County Counsel's IT consultant who indicated the proposed job description was good for a Chief Technology Officer.

The Board moved to approve the job description for the Chief Technology Officer.

APPROVED. Motion: Adams/Huebner/Unanimous Roll Call Vote: 4/0/1 (Supervisor Schlefstein ABSENT)

- 3) Discussion and adoption of resolution setting the salary for ITO position.

The Auditor briefly reviewed the proposed salary for the Chief Technology Officer (CTO) position which is set by law at a minimum of \$91,000 annually with an inflation factor.

In response to Supervisor Adams inquiry, the Auditor clarified the CTO position serves at the pleasure of the Board of Supervisors.

The Board moved to adopt the resolution setting the salary for a Chief Technology Officer at \$95,000.

ADOPTED, Resolution 2018-068. Motion: Adams/Beard/Unanimous Roll Call Vote: 4/0/1 (Supervisor Schlefstein ABSENT)

- 4) Discussion and approval of a contract with CPS for recruitment of ITO.

County Counsel briefly reviewed the contract with CPS for the recruitment of a Chief Technology Officer which has a two year warranty.

The Auditor commented that the maximum contract amount is \$24,000, however it could come in at a lower amount.

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The Board moved to approve the contract with CPS for recruitment of a Chief Technology Officer and to include the County Clerk as the contact for the contract.

APPROVED, Agreement 2018-057. Motion: Adams/Huebner/Unanimous Roll Call Vote: 4/0/1 (Supervisor Schlefstein ABSENT)

- 5) Direction to staff regarding development of further actions to facilitate IT Department creation.

The Board moved to direct staff to take necessary actions to facilitate the IT Department creation.

APPROVED. Motion: Adams/Huebner/Unanimous Roll Call Vote: 4/0/1 (Supervisor Schlefstein ABSENT)

ADJOURN

At 10:55 a.m., with no further business, Vice-Chair Roen adjourned the meeting.

PAUL ROEN, VICE-CHAIR
BOARD OF SUPERVISORS

ATTEST:

HEATHER FOSTER
CLERK OF THE BOARD