

# 2016-2017 COMPLIANCE AND CONTINUITY REPORT

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# 2016-2017 COMPLIANCE AND CONTINUITY REPORT

## SUMMARY

The 2017-2018 Humboldt County Civil Grand Jury (HCCGJ) reviewed the responses to the investigations and recommendations made by the 2016-2017 HCCGJ. The 2016-2017 HCCGJ issued eight investigative reports, each with Findings and Recommendations. The complete text of these reports can be accessed at the following website:

<https://humboldtgov.org/Archive.aspx?ADID=1184>

The website also provides links to the responses given by the county agencies to the Findings and Recommendations contained in the reports.

In total, the eight reports contained 58 recommendations with 20 required responses from 12 county and city agencies (this is due to a number of agencies which were required to respond to multiple reports). Only one agency failed to respond, the City of Fortuna Police Department. Thirteen of the 19 responses were received within the penal code timelines. Those not in compliance include:

- Humboldt County Board of Supervisors, *Will Unfunded County Pensions Un-Fund Our Future*; due on August 7, 2017; received on August 15, 2017
- Humboldt County Board of Supervisors, *The Authority to Manage Our Waste*; due on August 23, 2017; received on September 19, 2017
- Humboldt County Board of Supervisors, *Rural Policing in Humboldt County: Lawlessness Ignored?*; due on August 14, 2017; received on September 13, 2017
- Humboldt County Sheriff's Office, *Jails and Law Enforcement Facilities*; due on August 26, 2017; received on September 19, 2017
- Humboldt County Board of Supervisors, *Jails and Law Enforcement Facilities*; due on August 26, 2017; received on September 19, 2017

The Humboldt Waste Management Authority Board of Directors requested a one-month extension for its response to *The Authority to Manage Our Waste*, which was approved by the HCCGJ. The response was due on September 23, 2017 and received on November 3, 2017.

The penal code requires responses to both the Findings and Recommendations contained in each report:

- Six of the 20 required responses did not address the Findings and, in that respect, were noncompliant. These include:
  - Board of Supervisors, Department of Health and Human Services and County Administrative Office responses to *Will Unfunded County Pensions Un-Fund Our Future?*
  - Workforce Development Board's response to *Should the Workforce Development Board Update Its Resume?*
  - Board of Supervisors response to *The Authority to Manage Our Waste*
  - Board of Supervisors response to *Rural Policing in Humboldt County: Lawlessness Ignored?*
- In terms of the Recommendations, a total of 32 of the responses received were penal code compliant.
- The 25 noncompliant responses did not meet penal code requirements because they failed to provide timeframes for review and/or implementation. These responses include:

- Department of Health and Human Services and Child Welfare Services response to R5, *Responding in Time to Help Our 'At Risk' Children*
- Board of Supervisors response to R5, *The Authority to Manage Our Waste*
- Board of Supervisors response to R2, *Rural Policing in Humboldt County: Lawlessness Ignored?*
- Humboldt County Sheriff's Office response to R4, *Rural Policing in Humboldt County: Lawlessness Ignored?*
- Humboldt County Sheriff's Office response to R2, *Consolidation of the Sheriff and Coroner/PA*
- Humboldt County Sheriff's Office response to R1, R2, R3, R4, R6, R8, R9, R10, R14, R15, R17, and R18, *Jails and Law Enforcement Facilities*
- Board of Supervisors response to R3, R6, R9, R17, and R18, *Jails and Law Enforcement Facilities*
- Eureka City Police Department response to R12 and R17, *Jails and Law Enforcement Facilities*
- Arcata City Police Department response to R17, *Jails and Law Enforcement Facilities*

The HCCGJ recognizes that more complete information regarding penal code requirements may help respondents to provide more compliant responses. When writing its Recommendations for the 2017-2018 reports, this Grand Jury will include a recommended timeframe in order to assist respondents in this regard.

## BACKGROUND

California Penal Code Section 933(a) requires the grand jury to “submit to the presiding judge of the superior court a final report of its findings and recommendations that pertain to county government matters during the fiscal or calendar year.” Section 933(c) requires responses to these reports from the appropriate parties. Governing bodies of public agencies are required to respond no later than 90 days after the grand jury submits a final report. Elected county officers and agency heads have 60 days to respond.

Responses to the Humboldt County Civil Grand Jury (HCCGJ) 2016-2017 reports were due on the following dates:

1. *Child Welfare in Humboldt: Getting the Door Open*: 08/26/17
2. *Responding in Time to Help Our 'At Risk' Children*: 07/26/17 and 08/26/17
3. *Will Unfunded County Pensions Un-fund Our Future?*: 08/07/17 and 09/07/17
4. *Should the Workforce Development Board Update Its Resume?*: 09/23/17
5. *The Authority to Manage Our Waste*: 08/03/17 and 09/03/17
6. *Rural Policing in Humboldt County: Lawlessness Ignored?*: 08/14/17
7. *Consolidation of Sheriff and Coroner/PA*: 08/07/17
8. *Jails and Law Enforcement Facilities*: 08/26/17 and 09/26/17

California Penal Code Section 933.05(a) requires the responding person or entity to indicate one of the following regarding the grand jury's findings:

1. *The respondent agrees with the finding.*
2. *The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor.*

In reference to each grand jury recommendation, California Penal Code Section 933.05(b) requires the responding person or entity to provide one of four possible actions:

1. *The recommendation has been implemented, with a summary regarding the implemented action.*
2. *The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.*
3. *The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.*
4. *The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation therefor.*

## **METHODOLOGY**

The 2017-2018 Humboldt County Civil Grand Jury (HCCGJ) evaluated responses to the 2016-2017 HCCGJ recommendations to ensure compliance with the governing sections of the penal code. The following criteria were considered:

1. Were responses received by the presiding judge within the legal time limits from the date of each report's release?
2. Did the response indicate whether the respondent agreed or disagreed, either wholly or partially, with the finding? If the respondent disagreed, did the response include an explanation?
3. If a response indicated that a recommendation had been implemented, did it include a summary of what was done?
4. If a response indicated that a recommendation would be implemented, did it include a summary and timeframe for what would be done?
5. If a response indicated that a recommendation required further analysis or study, did it include an explanation of the scope, parameters, and timeframe of the proposed analysis or study?

6. If a response indicated that a recommendation would not be implemented because it was unwarranted or unreasonable, did the respondent include a reasoned explanation supporting that position?

Although the penal code requires respondents to provide input on the Findings of a report, this report focuses upon the responses to Recommendations. However, the information provided in response to the Findings often affords valuable background and supplementary data. As already noted, these responses can be accessed at the URL contained in the Summary section of this report.

## DISCUSSION

The following tables offer a summary of responses to the 2016-2017 Humboldt County Civil Grand Jury's (HCCGJ's) eight reports and the 2017-2018 HCCGJ's analysis of those responses. In many cases, the responses contained additional details that are not included on the table. Appendices A through H contain the complete responses.

### 1. Child Welfare in Humboldt: Getting the Door Open

The HCCGJ investigated whether Humboldt County Child Welfare Services (CWS) follows its stated intake policies and procedures, and whether those procedures are consistent with the mandated California Child Welfare System Improvement and Accountability Act (AB 636). The HCCGJ concluded that "the safety net for our children critically needs improvement."

The report was issued on May 26, 2017, with responses to all recommendations required from the Director, Department of Health and Human Services (DHHS) Social Services Branch by August 26, 2017. Responses were received on August 15, 2017. Responses were invited, but not received, from the California Department of Social Services and the University of California Berkeley School of Social Welfare.

The complete responses submitted for this report appear in Appendix A on page 25.

Child Welfare in Humboldt: Getting the Door Open				
Recommendations from 2016/17 Civil Grand Jury	Respondent	P.C. Compliant	County Responses	2017/18 Grand Jury Analysis
R1. The Humboldt County Civil Grand Jury recommends that the Humboldt County Department of Health and Human Services (DHHS) develop and maintain a "timeliness" metric for measuring their response time once a suspected child abuse/neglect event has been reported and until the caller is notified of receipt of report.	DHHS	Yes	Will not be implemented.	Response provides an explanation for not implementing the recommendation and is penal code compliant. However, copies of the new internal procedures and the call-tracking software manuals would be needed to assess the effectiveness of the process.
R2. The Humboldt County Civil Grand Jury recommends that the Humboldt County	DHHS	Yes	Will not be implemented.	Response provides an explanation for not implementing the recommendation and is

Department of Health and Human Services add the timeliness metric discussed in R1 into its Child Welfare Services' System Improvement Plan 2012-2017, and monitor the metric to ensure an acceptable level of timeliness.				penal code compliant. However, DHHS has not provided a method to evaluate and verify the effectiveness of its proposed process.
R3. The Humboldt County Civil Grand Jury recommends that the Humboldt County Department of Health and Human Services (DHHS) develop a "community performance" metric that measures how Mandated Reporters judge DHHS as successfully supporting the safety of our children.	DHHS	Yes	Will not be implemented.	Response provides a credible explanation for not implementing the recommendation and is penal code compliant.
R4. The Humboldt County Civil Grand Jury recommends that the Humboldt County Department of Health and Human Services add the community performance metric discussed in R3 into its Child Welfare Services' System Improvement Plan 2012-2017, and monitor the performance over time.	DHHS	Yes	Will not be implemented.	Response provides a credible explanation for not implementing the recommendation and is penal code compliant.
R5. The Humboldt County Civil Grand Jury recommends that the Department of Health and Human Services update its Intake Policies and Procedures to reflect the changes reported to us during our February discussion.	DHHS	Yes	Has not been implemented, but will be implemented in the near future.	Response provides a timeframe for implementation and is penal code compliant. Entity indicated implementation would be completed by December 2017; however, copies of these materials would be needed in order to assess completion.
R6. The Humboldt County Civil Grand Jury recommends that Child Welfare Services closely assess the qualifications and training of staff dealing with intake calls, as well as providing the proper supervision to ensure competency.	DHHS	Yes	Is being implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.

## 2. Responding in Time to Help Our 'At Risk' Children

In this investigation, the HCCGJ focused on the Mandated Report process and procedure for reporting alleged emotional, physical, and sexual abuse of the county's young children, and found that "many children in the county are living with serious issues of abuse and neglect." It specifically addressed the three agencies most involved in the Mandated Report process: School Districts, Law Enforcement, and Child Welfare Services. The HCCGJ found problem areas within each agency as well as in how the agencies work together to handle the issues of 'at risk' children.

The report was issued on May 26, 2017, with responses required and received as follows:

- Department of Health and Human Services (DHHS) (**R5, R11**): due on August 26, 2017; received on August 15, 2017.
- Humboldt County Office of Education (HCOE) (**R1**): due on July 26, 2017; received on July 18, 2017.
- Humboldt County Sheriff's Office (HCSO) (**R2, R3, R4**): due on July 26, 2017; received on July 21, 2017.
- Child Welfare Services (CWS) (**R6, R7, R8, R9, R10, R11**): due on August 26, 2017; received on August 15, 2017.

The complete responses submitted for this report appear in Appendix B on page 26.

Responding in Time to Help Our 'At Risk' Children				
Recommendations from 2016/17 Civil Grand Jury	Respondent	P.C. Compliant	County Responses	2017/18 Grand Jury Analysis
R1. The Humboldt County Civil Grand Jury recommends that the Humboldt County Office of Education instruct all School District personnel of the importance of filing a written report of allegations after making the initial call or FAX of allegations of abuse or neglect. CWS cannot or will not follow through if a written report is not filed.	HCOE	Yes	Has been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.
	DHHS and CWS	Yes	Should not be implemented as it is misleading.	Response provides an explanation for not implementing the recommendation and is penal code compliant. However, copies of the new internal procedures and the call-tracking software manuals would be needed to assess the effectiveness of the process.
R2. The Humboldt County Civil Grand Jury recommends that a deputy of the Sheriff's Office always complete and file a report of an investigation even when allegations are not validated. If they have a list on file of five or more investigations on a single child or family, they may find that a family is "too easily excusing" a single incident and a more in-depth investigation of allegations is indicated.	HCSO	Yes	Is being implemented.	Response provides a timeframe for implementation as is penal code compliant.
R3. The Humboldt County Civil Grand Jury recommends that the members of the Sheriff's Office making an investigation not disclose the source of the allegations.	HCSO	Yes	Has been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.
R4. The Humboldt County Civil Grand Jury recommends that the Sheriff's Office be more diligent in training its responding deputies on the serious and sensitive issues involving	HCSO	Yes	Is being implemented.	Response provides a timeframe for implementation and is penal code compliant.

questioning “at risk” children.				
R5. The Humboldt County Civil Grand Jury recommends that the Department of Health and Human Services streamline its lengthy hiring process of new Social Workers.	DHHS and CWS	No	Requires further analysis.	Response explains the scope of the analysis but does not provide a timeframe for discussion; therefore, it is not penal code compliant.
R6. The Humboldt County Civil Grand Jury recommends that Child Welfare Services provide a more in-depth mentoring program for new Social Workers.	DHHS and CWS	Yes	Has not yet been implemented, but will be implemented in the future.	Response provides a timeframe for implementation and is penal code compliant.
R7. The Humboldt County Civil Grand Jury recommends that Child Welfare Services take immediate steps to fill the many vacancies in their Department.	DHHS and CWS	Yes	Has been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.
R8. The Humboldt County Civil Grand Jury recommends that Child Welfare Services work closely with the University of California at Davis program for improvement of services.	DHHS and CWS	Yes	Will not be implemented.	Response provides a credible explanation for not implementing the recommendation; therefore, it is penal code compliant.
R9. The Humboldt County Civil Grand Jury recommends that Child Welfare Services continue to work with their newly developing task force (not to be confused with the Department of Health and Human Services Blue Ribbon Task Force) to improve relationships with School Districts and Law Enforcement in order to deal more effectively with the problem of ‘at risk’ children within Humboldt County.	DHHS and CWS	Yes	Will not be implemented.	Response provides a credible explanation for not implementing the recommendation; therefore, it is penal code compliant.
R10. The Humboldt County Civil Grand Jury recommends that Child Welfare Services leadership continue to work collaboratively with all local American Indian Tribes in both coordinating County services as well as following the Indian Child Welfare Act (ICWA).	DHHS and CWS	Yes	Are being implemented.	Response summary clearly outlines how the recommendations have been implemented and is penal code compliant.
R11. The Humboldt County Civil Grand Jury recommends that the Department of Health and Human Services reexamine all cases within the last five years involving American Indian children who have been removed from their homes, to ensure compliance with the Indian Child Welfare Act (ICWA).	DHHS and CWS	Yes	Will not be implemented because they are not reasonable.	Response provides a credible explanation for not implementing the recommendation; therefore, it is penal code compliant.

### 3. Will Unfunded County Pensions Un-fund Our Future?

The HCCGJ investigated the extent of the county’s unfunded pension liabilities and how this issue might be addressed. The most recent California Public Employees Retirement System (CalPERS) valuation report (June



30, 2015) placed the county's unfunded pension liability at \$232.3 million. This is almost twice the county's annual general fund revenue (\$118 million) that is used for Law Enforcement, Public Works, Courts, and current retirement benefits. The HCCGJ offers recommendations as to how this liability could be reduced or even eliminated.

The report was issued on June 7, 2017, with responses required and received as follows:

- Board of Supervisors (BOS) **(R1, R2)**: due on August 7, 2017; received on August 15, 2017.
- Department of Health and Human Services (DHHS) **(R1, R2)**: due on September 7, 2017; received on August 15, 2017.
- County Administrative Office (CAO) **(R1, R2)**: due on September 7, 2017. Received on August 15, 2017.

As noted below, responses were provided to the Recommendations as required by the penal code. However, the penal code also requires responses to the Findings. None were received from the respondents.

The complete responses submitted for this report appear in Appendix C on page 30.

Will Unfunded County Pensions Un-Fund Our Future				
Recommendations from 2016/17 Civil Grand Jury	Respondent	P.C. Compliant	County Responses	2017/18 Grand Jury Analysis
R1. The Humboldt County Civil Grand Jury recommends that the Humboldt County Board of Supervisors continue to add funds to the Public Agency Retirement Services Trust. For the upcoming Fiscal Year 2017-2018, we recommend that the Board of Supervisors contribute a minimum of \$2 million, or just under 1% of the outstanding unfunded pension liability (\$232 million).	BOS, DHHS and CAO	Yes	Will be partially implemented.	Response provides a timeframe for implementation and is penal code compliant.
R2. The Humboldt County Civil Grand Jury recommends that the Board of Supervisors direct the County Administrative Office to develop a method of equitably deducting funds from all County programs, including the Department of Health and Human Services, such as a collection of fees for hours worked. The accumulation of these fees should then be placed in the County's Public Agency Retirement Services Trust.	BOS, DHHS and CAO	Yes	Has been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.

#### 4. Should the Workforce Development Board Update Its Resume?

Given the importance of employment issues in Humboldt County, the HCCGJ investigated the effectiveness of the Workforce Development Board (WDB), a mandated citizen committee tasked with promoting employment growth in the county. The HCCGJ concluded that the WDB could improve its impact by "1) focusing its

programs on the most critical needs in our employment picture, 2) clearly measuring program outcomes, and 3) making its results transparent to the public.”

The report was issued on June 23, 2017, with responses required from the WDB Executive Board on September 23, 2017. A response was received on September 19, 2017. A response was invited but not received from the Program Manager of the Department of Health and Human Services Employment Training Division.

As noted below, the WDB provided responses to the Recommendations as required by the penal code. However, the penal code also requires responses to the Findings. None were received from the WDB.

The complete responses submitted for this report appear in Appendix D on page 31.

Should the Workforce Development Board Update Its Resume?				
Recommendations from 2016/17 Civil Grand Jury	Respon- dent	P.C. Com- pliant	County Responses	2017/18 Grand Jury Analysis
R1. The Humboldt County Civil Grand Jury recommends that the Workforce Development Board increase its effectiveness by focusing on targeted employment needs and opportunities and broaden program descriptions to include clearly defined skill levels.	WDB	Yes	Has been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.
R2. The Humboldt County Civil Grand Jury recommends that the Workforce Development Board review all programs for the level of detail needed to produce useful outcomes for the job seekers expected to attend.	WDB	Yes	Has been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.
R3. The Humboldt County Civil Grand Jury recommends that the Workforce Development Board monitor outcomes of all programs for quality and attendee satisfaction.	WDB	Yes	Has been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.
R4. The Humboldt County Civil Grand Jury recommends that the Workforce Development Board publish outcomes and user ratings, making them easily available to potential attendees.	WDB	Yes	Has been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.

R5. The Humboldt County Civil Grand Jury recommends that the Workforce Development Board use the Slingshot program as a model for targeted programs to serve specialized critical County needs, e.g., skilled trades workers, medical and mental health specialists, foster care providers, child care providers, home health workers construction workers, city planners, law enforcement workers, etc.	WDB	Yes	Has been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.
R6. The Humboldt County Civil Grand Jury recommends that the Workforce Development Board reach modern job seekers and job providers via social media (such as LinkedIn and Instagram) to publicize success stories, promote Job Market services and to promote specific jobs and situations of direct interest in the County.	WDB	Yes	Has been partially implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.

## 5. The Authority to Manage Our Waste

Our community depends upon the Humboldt Waste Management Authority (HWMA) to handle the disposal and recycling of household and industrial waste. The HCCGJ reviewed HWMA's operations and determined that overall it provides good service to its members and customers. However, a number of fiscal and operational strategies could improve its efficiency and effectiveness.

The report was issued on June 23, 2017, with responses required and received as follows:

- HWMA Board of Directors (**R1, R2, R3, R4, R5, R6, R7**): due on September 23, 2017; received on November 3, 2017. The HWMA requested a one-month extension, which was approved by the HCCGJ.
- Humboldt County Board of Supervisors (**R5, R7**): due on August 23, 2017; received on September 19, 2017.

Responses were invited, but not received, from the Fortuna and Trinidad City Managers.

As noted below, the BOS provided responses to the Recommendations as required by the penal code. However, the penal code also requires responses to the Findings. None were received from the BOS.

The complete responses submitted for this report appear in Appendix E on page 34.

Recommendations from 2016/17 Civil Grand Jury	Respondent	P.C. Compliant	County Responses	2017/18 Grand Jury Analysis
R1. The Humboldt County Civil Grand Jury recommends that the HWMA Board must give immediate attention to improved financial accounting and reporting, and must ensure that up-to-date systems are available and maintained by adequately trained staff.	HWMA	Yes	Implemented.	Response summary outlines how the recommendation has been implemented and is penal code compliant; however, it does not address ensuring the financial accounting systems are maintained by adequately trained staff.
R2. The Humboldt County Civil Grand Jury recommends that the financial management staff clearly separate accounting for activities involving Hawthorne operations from continuing obligations for the Cummings Road Landfill.	HWMA	Yes	Not reasonable to implement.	Response provides a credible explanation for not implementing the recommendation; therefore, it is penal code compliant.
R3. The Humboldt County Civil Grand Jury recommends that a rolling multi-year forecast for revenues and expenses, including best estimates for planned projects, be required annually and used as a basis for facility planning.	HWMA	Yes	Implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.
R4. The Humboldt County Civil Grand Jury recommends that, given its current lack of storage and on-site recycling capability, HWMA staff perform a cost analysis for contracting out its recycling versus acquiring more space for this purpose.	HWMA	Yes	Part requires further analysis, not reasonable to implement remainder.	Response clearly explains the scope of the analysis for one aspect of the recommendation and provides a timeframe for discussion. It also provides a credible explanation for not implementing another aspect of the recommendation; therefore, it is penal code compliant.
R5. The Humboldt County Civil Grand Jury recommends that the HWMA carefully analyze whether operating as a regional authority that includes all of Humboldt County would be more cost effective for ratepayers, while decreasing the environmental impact of current inefficient hauling. Our County Board of Supervisors (BOS) should take an active leadership role in promoting HWMA as a regional authority by encouraging the membership of Fortuna and Trinidad.	HWMA	Yes	HWMA unable to implement.	Response provides a credible explanation for not implementing the recommendation; therefore, it is penal code compliant.
	BOS	No	Will be partially implemented.	Response does not provide a timeframe for implementation; therefore, it is not penal code compliant.

R6. The Humboldt County Civil Grand Jury recommends that the HWMA Board and staff create, prioritize and regularly review an HWMA mid to long-term plan, projecting expected waste volume increases and ensuring adequate facilities for waste management and for recycling. The plan must project and recommend mitigation of the effects of the rising water table, as well as deal with operations following natural disasters.	HWMA	Yes	Implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.
R7. The Humboldt County Civil Grand Jury recommends that the HWMA obtain support of the Board of Supervisors to conduct a feasibility study for the use of modern incineration methods to deal with solid waste.	HWMA	Yes	Not reasonable to implement.	Response provides a credible explanation for not implementing the recommendation; therefore, it is penal code compliant.
	BOS	Yes	Will not be implemented as it is not warranted.	Response provides a credible explanation for not implementing the recommendation; therefore, it is penal code compliant.

## 6. Rural Policing in Humboldt County: Lawlessness Ignored?

According to FBI Uniform Crime Reporting Data, violent crime in the unincorporated areas of Humboldt County is on the rise, increasing two and a half times from what it was in 2012, and exceeding the national average for the first time in years. In this investigation, the HCCGJ focused upon several areas of improvement to better serve the public and their perception of safety. It also urges the Board of Supervisors to seek a permanent source of funding to replace what Measure Z temporarily provides.

The report was issued on June 14, 2017, with responses required and received as follows:

- Humboldt County Sheriff's Office (HCSO) (**R1, R2, R3, R4, R5, R6**): due on August 14, 2017; received on August 13, 2017.
- Humboldt County Board of Supervisors (BOS) (**R1, R2, R3, R4, R5, R6**): due on August 14, 2017; received on September 13, 2017.

A response to R6 was invited but not received from the Hoopa Valley Tribal Chairman and Tribal Council.

As noted below, the BOS provided responses to the Recommendations as required by the penal code. However, the penal code also requires responses to the Findings. None were received from the BOS.

The complete responses submitted for this report appear in Appendix F on page 37.

Recommendations from 2016/17 Civil Grand Jury	Respon- dent	P.C. Com- pliant	County Responses	2017/18 Grand Jury Analysis
R1. The Humboldt County Civil Grand Jury recommends that the Humboldt County Board of Supervisors increase funding to the Humboldt County Sheriff's Office to greater serve our rural population.	HCSO	N/A	Further analysis is required.	Response agrees with the needs for increased funding and identifies BOS as the entity responsible for budgetary decisions.
	BOS	Yes	Has been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.
R2. The Humboldt County Civil Grand Jury recommends that the Humboldt County Board of Supervisors find a permanent funding model to replace the temporary Measure Z funds the Humboldt County Sheriff's Office relies upon, which expire in 2019.	HCSO	N/A	Further analysis is required.	Response agrees with the need for a permanent funding model and identifies BOS as the entity responsible for budgetary decisions.
	BOS	No	Will be partially implemented.	Response does not provide a timeframe for implementation; therefore, it is not penal code compliant.
R3. The Humboldt County Civil Grand Jury recommends that the Humboldt County Sheriff's Office conduct a comprehensive review of its hiring procedures and staff retention protocol and, as much as possible, take measures to streamline and enhance these processes.	HCSO	Yes	Further analysis is required.	Response clearly explains the scope of the analysis and provides a timeframe for discussion that falls within the six month requirement; therefore, it is penal code compliant.
	BOS	Yes	Will be partially implemented.	Response notes lack of county authority over HCSO hiring policies and acknowledges ongoing Human Resources collaboration in streamlining procedures; therefore, it is penal code compliant.
R4. The Humboldt County Civil Grand Jury recommends that the Humboldt County Sheriff's Office conduct a thorough evaluation of 911 calls and response times and actively take measures to improve this valuable function for the safety of our citizens.	HCSO	No	Has been partially implemented but will be fully implemented in the future.	Response explains the scope of the analysis but does not provide a timeframe for review; therefore, it is not penal code compliant.
	BOS	Yes	Will be partially implemented.	Response identifies HCSO as appropriate evaluating agency and the BOS has increased its allocation of funds; therefore, it is penal code compliant.
R5. The Humboldt County Civil Grand Jury recommends that the Humboldt County Sheriff's Office consider the purchase of modern emergency communication equipment such as satellite phones	HCSO	Yes	Has been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.

to enhance the safety and response times of deputies.	BOS	Yes	Will be implemented.	Response provides a timeframe for implementation and is penal code compliant.
R6. The Humboldt County Civil Grand Jury recommends that the Humboldt County Sheriff's Office actively pursue ways to engage in greater communication and utilization of local Tribal Police agencies, in order to increase and enhance public safety for our rural areas.	HCSO	Yes	Has been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.
	BOS	Yes	Will be partially implemented.	Response supports these efforts and identifies HCSO as the entity responsible for implementation; therefore, it is penal code compliant.

## 7. Consolidation of Sheriff and Coroner/PA

The Humboldt County Board of Supervisors approved the consolidation of the Coroner's and Sheriff's Offices effective February 1, 2015, an action that was explained mainly as an efficiency and cost-saving measure. In its investigation, the HCCGJ found convincing evidence that the consolidation works well with regard to operational efficiency. It also concluded that added expense brought about by the consolidation is justified.

However, it also recommended consideration of potential cost savings as well as much-needed improvements in the Coroner's Office physical environment.

The report was issued on June 7, 2017, with a response required from the Humboldt County Sheriff's Office (HCSO) on August 7, 2017. A response was received on July 25, 2017.

The complete responses submitted for this report appear in Appendix G on page 40.

Consolidation of the Sheriff and Coroner/PA				
Recommendations from 2016/17 Civil Grand Jury	Respondent	P.C. Compliant	County Responses	2017/18 Grand Jury Analysis
R1. The Humboldt County Civil Grand Jury recommends that the Sheriff-Coroner consider the future cost-saving alternative of hiring a civilian professional to handle Public Administrator duties.	HCSO	Yes	Further analysis is required.	Response clearly explains the scope of the analysis and provides a timeframe for discussion that falls within the six-month requirement; therefore, it is penal code compliant.
R2. The Humboldt County Civil Grand Jury recommends that the Sheriff-Coroner demand better physical working conditions in the Coroner's Office, and work with the Board of Supervisors to implement needed improvements.	HCSO	No	Further analysis is required.	Response explains the scope of the analysis but does not provide a timeframe for discussion; therefore, it is not penal code compliant.

## 8. Jails and Law Enforcement Facilities

Each year, the HCCGJ is required by law to visit and inspect the condition and management of all correctional and holding facilities in Humboldt County. The 2016-2017 Grand Jury also visited numerous other law enforcement facilities. Its report highlighted many programs and procedures that deserved special commendation. It also encountered a number of issues warranting recommendations, primarily related to challenges created by insufficient resources, as well as a critical need for long-term planning related to facilities upkeep, maintenance and, in some cases, replacement or expansion.

The report was issued on June 26, 2017, with responses required and received as follows:

- Humboldt County Sheriff's Office (HCSO) (**R1, R2, R3, R4, R5, R6, R7, R8, R9, R10, R11, R13, R14, R15, R16, R17, R18**): due on August 26, 2017; received on September 19, 2017.
- Humboldt County Board of Supervisors (BOS) (**R3, R6, R9, R17, R18**): due on August 26, 2017; received on September 19, 2017.
- Eureka City Police Department (EPD) (**R12, R17, R18**): due on September 26, 2017; received within the penal code timeframe for response.
- Arcata City Police Department (APD) (**R17**): due on September 26, 2017; received on August 24, 2017.
- Fortuna City Police Department (FPD) (**R17**): due on September 26, 2017; no response received.
- Rio Dell City Police Department (RDPD) (**R17**): due on September 26, 2017; received on August 3, 2017.

Responses were invited, but not received, as follows:

- Humboldt County Human Resources Department (**R3**)
- McKinleyville Community Services District (**R14**)
- Hoopa Valley Tribal Police Department (**R17, R18**)

As noted below, the BOS provided responses to the Recommendations as required by the penal code. However, the penal code also requires responses to the Findings. None were received from the BOS.

The complete responses submitted for this report appear in Appendix H on page 41.



Jails and Law Enforcement Facilities				
Recommendations from 2016/17 Civil Grand Jury	Respondent	P.C. Compliant	County Responses	2017/18 Grand Jury Analysis
R1. The Humboldt County Civil Grand Jury recommends that the Humboldt County Correctional Facility review and revamp its procedures related to the treatment of inmates who are, or are suspected to be, mentally ill to ensure that they receive timely and appropriate care.	HCSO	No	Further analysis is required.	Response explains the scope of the analysis but does not provide a timeframe for discussion; therefore, it is not penal code compliant.
R2. The Humboldt County Civil Grand Jury recommends that a minimum of one mental health staff member be available 24/7 at the Humboldt County Correctional Facility.	HCSO	No	Further analysis is required.	Response explains the scope of the analysis but does not provide a timeframe for discussion; therefore, it is not penal code compliant.
R3. The Humboldt County Civil Grand Jury recommends a review of the pay scale and other incentives of County law enforcement personnel to ensure fair compensation to correctional deputies at the Humboldt County Correctional Facility.	HCSO	No	Further analysis is required.	Response explains the scope of the analysis but does not provide a timeframe for discussion; therefore it is not penal code compliant.
	BOS	No	Will be implemented.	Response does not provide a timeframe for implementation; therefore, it is not penal code compliant.
R4. The Humboldt County Civil Grand Jury recommends that all camera equipment at the Humboldt County Correctional Facility be upgraded to include recording capability.	HCSO	No	Has not yet been implemented, but will be implemented in the future.	Response does not provide a timeframe for implementation; therefore, it is not penal code compliant.
R5. The Humboldt County Civil Grand Jury recommends that the County identify another licensed pathologist who can fill in at the Humboldt County Coroner's Office if the individual currently under contract becomes unavailable.	HCSO	Yes	Has been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.
R6. The Humboldt County Civil Grand Jury recommends that necessary maintenance and upgrades be performed to address structural inadequacies at the Humboldt County Coroner's Office, including aging infrastructure, asbestos, insufficient space, and a poorly-functioning ventilation system.	HCSO	No	Further analysis is required.	Response explains the scope of the analysis but does not provide a timeframe for discussion; therefore, it is not penal code compliant.
	BOS	No	Is being implemented on a county-wide basis.	Response does not provide a timeframe for implementation; therefore, it is not penal code compliant. It also provides no specific information regarding the Humboldt County Coroner's

				Office.
R7. The Humboldt County Civil Grand Jury recommends that the outdated equipment at the Humboldt County Coroner's Office, including its backup power system, be replaced immediately.	HCSO	Yes	Has been partially implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.
R8. The Humboldt County Civil Grand Jury recommends that an X-ray machine be purchased and installed at the Humboldt County Coroner's Office.	HCSO	No	Further analysis is required.	Response explains the scope of the analysis but does not provide a timeframe for discussion; therefore, it is not penal code compliant.
R9. The Humboldt County Civil Grand Jury recommends that the Humboldt County Sheriff's Office address the issues raised in this and previous reports regarding the Garberville Substation including: bringing it into compliance with the Americans with Disabilities Act, installing an external emergency phone for public use, and installing directional signage on Redwood Drive.	HCSO	No	Have been partially implemented.	Response does not provide a timeframe for implementation; therefore, it is not penal code compliant.
	BOS	No	Will be partially implemented.	Response does not provide a timeframe for implementation; therefore, it is not penal code compliant.
R10. The Humboldt County Civil Grand Jury recommends that the Humboldt County Sheriff's Office install a second router at the Garberville Substation to provide a dual system approach to guaranteeing internet communications with other law enforcement agencies.	HCSO	No	Further analysis is required.	Response explains the scope of the analysis but does not provide a timeframe for discussion; therefore, it is not penal code compliant.
R11. The Humboldt County Civil Grand Jury recommends that the Humboldt County Sheriff's Office ensure that all workers in its SWAP yards wear appropriate safety gear as required by OSHA.	HCSO	Yes	Has been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.
R12. The Humboldt County Civil Grand Jury recommends that the Eureka Police Department provide additional entrance and exit capabilities for its parking lot.	EPD	No	EPD will place the reconfiguration of the parking lot into the capital improvement budget.	Response does not provide a timeframe for implementation; therefore, it is not penal code compliant.
R13. The Humboldt County Civil Grand Jury recommends that the Humboldt County Sheriff's Office post additional fire evacuation plans in appropriate places throughout its Main Office.	HCSO	Yes	Has been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.

R14. The Humboldt County Civil Grand Jury recommends that the Humboldt County Sheriff's Office undertake negotiations with the owner of the McKinleyville Substation building to install air-conditioning in the facility.	HCSO	No	Further analysis is required.	Response explains the scope of the analysis but does not provide a timeframe for discussion; therefore, it is not penal code compliant.
R15. The Humboldt County Civil Grand Jury recommends that the Humboldt County Sheriff's Office install directional signage on Central Avenue for the McKinleyville Substation.	HCSO	No	Has not yet been implemented, but will be implemented in the future.	Response does not provide a timeframe for implementation; therefore, it is not penal code compliant.
R16. The Humboldt County Civil Grand Jury recommends that the Humboldt County Sheriff's Office procure a backup generator, fire extinguishers and rescue equipment for the Willow Creek Substation.	HCSO	Yes	Has already been implemented.	Response summary clearly outlines how the recommendation has been implemented and is penal code compliant.
R17. The Humboldt County Civil Grand Jury recommends that County and city governments engage in a planning process to address issues of safety as well as the short and long term maintenance needs of its law enforcement facilities.	HCSO	No	Requires further analysis.	Response is unclear as to the scope of analysis and does not provide a timeframe for discussion; therefore, it is not penal code compliant.
	BOS	No	Will be implemented.	Response does not provide a timeframe for implementation; therefore, it is not penal code compliant.
	EPD	No	EPD sees the value in having a facilities strategic public safety planning meeting for city leadership.	Response does not provide a timeframe for implementation; therefore, it is not penal code compliant.
	APD	No	Has not yet been implemented but will be implemented in the future.	Response does not provide a timeframe for completion; therefore, it is not penal code compliant.
	FPD	No	No response received.	Reminders sent by HCCGJ.
	RDPD	Yes	Rio Dell City Council approved a contract to upgrade access to facilities.	Response provides a timeframe for implementation and is penal code compliant.

R18. The Humboldt County Civil Grand Jury recommends a collaborative approach between the Sheriff's Office and the Hoopa Valley Tribal Council to identify and develop adequate holding facilities for eastern Humboldt County in the event that the County Correctional Facility becomes inaccessible.	HCSO	No	Requires further analysis.	Response explains the scope of the analysis but does not provide a timeframe for discussion; therefore, it is not penal code compliant.
	BOS	No	Will be partially implemented.	Response does not state what will be partially implemented or provide a timeframe for implementation; therefore, it is not penal code compliant.

## FINDINGS

### 1. Child Welfare in Humboldt: Getting the Door Open

F1. Copies of Child Welfare Services' new internal procedures and call-tracking software manual are needed to adequately assess the effectiveness of the new intake process.

F2. Although Child Welfare Services has changed its intake process, its response offers no information as to how the new process is being evaluated to ensure its effectiveness.

F3. Finalization of the review and revision of policies and procedures, contracted with the National Council on Crime and Delinquency, was scheduled for December 2017; however, copies of these materials would be needed to assess completion.

### 2. Responding in Time to Help Our 'At Risk' Children

F4. Copies of Child Welfare Services' new internal procedures and call-tracking software manual are needed to adequately assess the effectiveness of the new intake process.

F5. Although the Department of Health and Human Services agrees to explore ways to recruit and retain staff, it does not provide a timeframe. Within six months from the publication of the 2016-2017 Humboldt County Civil Grand Jury report, the matter must be prepared for discussion by the officer or head of the department, as required by Penal Code Section 933.05.

**(Note: There are no Findings for Reports 3 and 4.)**

### 5. The Authority to Manage Our Waste

F6. The Board of Supervisors indicates Humboldt County will encourage further waste management partnerships, but it does not provide a timeframe for doing so as required by Penal Code Section 933.05.

### 6. Rural Policing in Humboldt County: Lawlessness Ignored?

F7. The Board of Supervisors acknowledges the difficulty of finding a permanent funding model to replace Measure Z revenue and cites its ongoing efforts to seek new sources of funding, but it does not provide a timeframe for doing so as required by Penal Code Section 933.05.

F8. The Humboldt County Sheriff's Office outlines strategies for improving 911 response times but does not provide a timeframe for doing so as required by Penal Code Section 933.05.

## **7. Consolidation of the Sheriff and Coroner/PA**

F9. The Humboldt County Sheriff's Office cites budget constraints preventing it from addressing conditions at the Coroner's Office at this time and notes continuing efforts to obtain needed funding. However, it does not provide a timeframe within six months from the publication of the 2016-2017 Humboldt County Civil Grand Jury report for the matter to be prepared for discussion by the officer or head of the department as required by Penal Code Section 933.05.

## **8. Jails and Law Enforcement Facilities**

F10. The Humboldt County Sheriff's Office describes ongoing efforts to review and revamp its mental health procedures at the Humboldt County Correctional Facility. However, it does not provide a timeframe within six months from the publication of the 2016-2017 Humboldt County Civil Grand Jury report for the matter to be prepared for discussion by the officer or head of the department as required by Penal Code Section 933.05.

F11. The Humboldt County Sheriff's Office discusses the value of and funding requirements for 24/7 mental health staffing at the Humboldt County Correctional Facility. However, it does not provide a timeframe within six months from the publication of the 2016-2017 Humboldt County Civil Grand Jury report for the matter to be prepared for discussion by the officer or head of the department as required by Penal Code Section 933.05.

F12. The Humboldt County Sheriff's Office states it is in negotiations regarding fair compensation for the correctional deputies at the Humboldt County Correctional Facility. However, it does not provide a timeframe within six months from the publication of the 2016-2017 Humboldt County Civil Grand Jury report for the matter to be prepared for discussion by the officer or head of the department as required by Penal Code Section 933.05.

F13. The Board of Supervisors states it is engaged in contract negotiations with the Humboldt Deputy Sheriff's Organization. However, it does not provide a timeframe within six months from the publication of the 2016-2017 Humboldt County Civil Grand Jury report for the matter to be prepared for discussion by the officer or head of the department as required by Penal Code Section 933.05.

F14. The Humboldt County Sheriff's Office states that it currently is upgrading camera equipment at the Humboldt County Correctional Facility and will continue to do so in the future, but does not provide a timeframe as required by Penal Code Section 933.05.

F15. The Humboldt County Sheriff's Office acknowledges the inadequacies of the current Humboldt County Coroner's Office. However, it does not provide a timeframe within six months from the publication of the 2016-2017 Humboldt County Civil Grand Jury report for the matter to be prepared for discussion by the officer or head of the department as required by Penal Code Section 933.05.

F16. The Board of Supervisors states facility assessments are being conducted and long-term plans prepared for Humboldt County facilities, but does not provide a timeframe as required by Penal Code Section 933.05. In addition, no specific information is provided regarding the Humboldt County Coroner's Office.

F17. The Humboldt County Sheriff's Office discusses the value and cost of an x-ray machine for the Humboldt County Coroner's Office. However, it does not provide a timeframe within six months from the publication of the 2016-2017 Humboldt County Civil Grand Jury report for the matter to be prepared for discussion by the officer or head of the department as required by Penal Code Section 933.05.

F18. The Humboldt County Sheriff's Office discusses addressing a number of issues with the Garberville Substation--including ADA compliance, an external emergency phone, and directional signage--but does not provide a timeframe for implementation as required by Penal Code Section 933.05.

F19. The Board of Supervisors outlines current strategies for addressing issues with the Garberville Substation--including ADA compliance, an external emergency phone, and directional signage--but does not provide a timeframe for implementation as required by Penal Code Section 933.05.

F20. The Humboldt County Sheriff's Office states it is working to ensure a redundant communication system at the Garberville Substation. However, it does not provide a timeframe within six months from the publication of the 2016-2017 Humboldt County Civil Grand Jury report for the matter to be prepared for discussion by the officer or head of the department as required by Penal Code Section 933.05.

F21. The Eureka Police Department states that it is working toward creating a secondary entrance and exit to its parking lot, but does not provide a timeframe for implementation as required by Penal Code Section 933.05.

F22. The Humboldt County Sheriff's Office outlines efforts to upgrade the McKinleyville Substation. However, it does not provide a timeframe within six months from the publication of the 2016-2017 Humboldt County Civil Grand Jury report for the matter to be prepared for discussion by the officer or head of the department as required by Penal Code Section 933.05.

F23. The Humboldt County Sheriff's Office discusses its efforts to obtain directional signage on Central Avenue for the McKinleyville Substation but does not provide a timeframe for implementation as required by Penal Code Section 933.05.

F24. Although a number county agencies acknowledge engaging in a planning process to address issues of safety, and short-term and long-term law enforcement facilities maintenance, a number of them do not provide a timeframe for implementation as required by Penal Code Section 933.05 (Humboldt County Sheriff's Office, Board of Supervisors, Eureka Police Department, Arcata Police Department, and Fortuna Police Department).

F25. Although reminders were sent by the Humboldt County Civil Grand Jury, the Fortuna Police Department did not respond to its recommendation that "County and city governments engage in a planning process to address issues of safety as well as the short and long term maintenance needs of its law enforcement facilities."

F26. The Humboldt County Sheriff's Office outlines a number of issues related to establishing holding facilities for eastern Humboldt County. However, it does not provide a timeframe within six months from the publication of the 2016-2017 Humboldt County Civil Grand Jury report for the matter to be prepared for discussion by the officer or head of the department as required by Penal Code Section 933.05.

F27. The Board of Supervisors indicates partial implementation related to establishing holding facilities for eastern Humboldt County but does not state what might be implemented or provide a timeframe as required by Penal Code Section 933.05.

## **RECOMMENDATIONS**

R1. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Department of Health and Human Services provide the HCCGJ with copies of the internal procedures and call-tracking software manual currently in use by Child Welfare Services to handle the intake process. Copies should be provided to the HCCGJ by October 1, 2018. **(F1, F4)**

R2. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Department of Health and Human Services provide the HCCGJ with a copy of its process for evaluating the effectiveness of Child Welfare Services' new intake process. Copy should be provided to the HCCGJ by October 1, 2018. **(F2)**

R3. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Department of Health and Human Services provide the HCCGJ with a copy of the revised policies and procedures resulting from its contract with the National Council on Crime and Delinquency. Copy should be provided to the HCCGJ by October 1, 2018. **(F3)**

R4. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Department of Health and Human Services provide verification that, within six months from the publication of the 2016-2017 HCCGJ report, the issue of streamlining its lengthy hiring process for new social workers was prepared for discussion by the officer or head of the department, as required by the penal code. Verification should be provided to the Court and the HCCGJ by October 1, 2018. **(F5)**

R5. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Board of Supervisors establish a timeframe of no less than six months for encouraging waste management partnerships with the Humboldt Waste Management Authority. A copy of the timeframe should be delivered to the Court and HCCGJ by October 1, 2018. **(F6)**

R6. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Board of Supervisors establish a timeframe for finding and implementing permanent funding models to replace Measure Z. A copy of the timeframe should be delivered to the Court and HCCGJ by October 1, 2018. **(F7)**

R7. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Humboldt County Sheriff's Office establish a timeframe for developing and implementing strategies for improving 911 response times. A copy of the timeframe should be delivered to the Court and HCCGJ by October 1, 2018. **(F8)**

R8. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Humboldt County Sheriff's Office provide verification that, within six months from the publication of the 2016-2017 HCCGJ report, the issue of seeking and obtaining the funding needed to address the physical conditions at the current Coroner's Office was prepared for discussion by the officer or head of the department, as required by the penal code. Verification should be provided to the Court and the HCCGJ by October 1, 2018. **(F9)**

R9. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Humboldt County Sheriff's Office provide verification that, within six months from the publication of the 2016-2017 HCCGJ report, the issue of reviewing and revamping its mental health procedures at the Humboldt County Correctional Facility was prepared for discussion by the officer or head of the department, as required by the penal code. Verification should be provided to the Court and the HCCGJ by October 1, 2018. **(F10)**

R10. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Humboldt County Sheriff's Office provide verification that, within six months from the publication of the 2016-2017 HCCGJ report, the issue of providing 24/7 mental health staffing at the Humboldt County Correctional Facility was prepared for discussion by the officer or head of the department, as required by the penal code. Verification should be provided to the Court and the HCCGJ by October 1, 2018. **(F11)**

R11. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Humboldt County Sheriff's Office provide verification that, within six months from the publication of the 2016-2017 HCCGJ report, the issue of fair compensation for correctional deputies at the Humboldt County Correctional Facility was prepared for discussion by the officer or head of the department, as required by the penal code. Verification should be provided to the Court and the HCCGJ by October 1, 2018. **(F12)**

R12. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Board of Supervisors provide verification that, within six months from the publication of the 2016-2017 HCCGJ report, the issue of fair compensation for correctional deputies at the Humboldt County Correctional Facility was prepared for discussion by the officer or head of the department, as required by the penal code. Verification should be provided to the Court and the HCCGJ by October 1, 2018. **(F13)**

R13. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Humboldt County Sheriff's Office establish a timeframe for upgrading the camera equipment at the Humboldt County Correctional Facility to include recording capability. A copy of the timeframe should be delivered to the Court and HCCGJ by October 1, 2018. **(F14)**

R14. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Humboldt County Sheriff's Office provide verification that, within six months from the publication of the 2016-2017 HCCGJ report, the issue of inadequacies of the current Humboldt County Coroner's Office was prepared for discussion by the officer or head of the department, as required by the penal code. Verification should be provided to the Court and the HCCGJ by October 1, 2018. **(F15)**

R15. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Board of Supervisors establish a timeframe for addressing the facility issues specifically related to the Humboldt County Coroner's Office. A copy of the timeframe should be delivered to the Court and HCCGJ by October 1, 2018. **(F16)**

R16. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Humboldt County Sheriff's Office provide verification that, within six months from the publication of the 2016-2017 HCCGJ report, the issue of purchasing and installing an x-ray machine in the Humboldt County Coroner's Office was prepared for discussion by the officer or head of the department, as required by the penal code. Verification should be provided to the Court and the HCCGJ by October 1, 2018. **(F17)**

R17. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Humboldt County Sheriff's Office establish a timeframe for addressing Garberville Substation facility issues which include ADA compliance, an



external emergency phone, and directional signage. A copy of the timeframe should be delivered to the Court and HCCGJ by October 1, 2018. **(F18)**

R18. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Board of Supervisors establish a timeframe for addressing Garberville Substation facility issues which include ADA compliance, an external emergency phone, and directional signage. A copy of the timeframe should be delivered to the Court and HCCGJ by October 1, 2018. **(F19)**

R19. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Humboldt County Sheriff's Office provide verification that, within six months from the publication of the 2016-2017 HCCGJ report, the issue of installing a redundant communication system at the Garberville Substation was prepared for discussion by the officer or head of the department, as required by the penal code. Verification should be provided to the Court and the HCCGJ by October 1, 2018. **(F20)**

R20. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Eureka Police Department establish a timeframe for creating a secondary entrance and exit to its parking lot. A copy of the timeframe should be delivered to the Court and HCCGJ by October 1, 2018. **(F21)**

R21. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Humboldt County Sheriff's Office provide verification that, within six months from the publication of the 2016-2017 HCCGJ report, the issue of upgrades to the McKinleyville Substation was prepared for discussion by the officer or head of the department, as required by the penal code. Verification should be provided to the Court and the HCCGJ by October 1, 2018. **(F22)**

R22. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Humboldt County Sheriff's Office establish a timeframe for installing directional signage on Central Avenue for the McKinleyville Substation. A copy of the timeframe should be delivered to the Court and HCCGJ by October 1, 2018. **(F23)**

R23. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Humboldt County Sheriff's Office, Board of Supervisors, Eureka Police Department, Arcata Police Department, and Fortuna Police Department establish timeframes for engaging in planning processes to address issues of safety, and short-term and long-term law enforcement facilities maintenance. Copies of the timeframes should be delivered to the Court and HCCGJ by October 1, 2018. **(F24)**

R24. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Fortuna Police Department respond to the 2016-2017 HCCGJ recommendation "that County and city governments engage in a planning process to address issues of safety as well as the short-term and long-term maintenance needs of its law enforcement facilities." This response should be delivered to the Court and HCCGJ no later than 90 days after the issuance of this report. **(F25)**

R25. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Humboldt County Sheriff's Office provide verification that, within six months from the publication of the 2016-2017 HCCGJ report, the issue of developing adequate holding facilities for eastern Humboldt County was prepared for discussion by the officer or head of the department, as required by the penal code. Verification should be provided to the Court and the HCCGJ by October 1, 2018. **(F26)**

R26. The Humboldt County Civil Grand Jury (HCCGJ) recommends the Board of Supervisors identify what has been partially implemented and establish a timeframe for addressing the issue of developing adequate

holding facilities for eastern Humboldt County. A copy of what has been implemented and a timeframe should be delivered to the Court and HCCGJ by October 1, 2018. **(F27)**

## **REQUIRED RESPONSES**

Pursuant to Penal Code section 933.05, the Humboldt County Civil Grand Jury requires responses from the following governing bodies:

- Humboldt County Department of Health and Human Services **(R1, R2, R3, R4)**
- Humboldt County Board of Supervisors **(R5, R6, R12, R15, R18, R23, R26)**
- Humboldt County Sheriff's Office **(R7, R8, R9, R10, R11, R13, R14, R16, R17, R19, R21, R22, R23, R25)**
- Eureka Police Department **(R20, R23)**
- Arcata Police Department **(R23)**
- Fortuna Police Department **(R23, R24)**

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.
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## APPENDIX A

### Responses to “Child Welfare in Humboldt: Getting the Door Open”

- **Director, DHHS, Response to R1**

Will not be implemented. The recommended metric is not applicable to the system that has been in place since February 2017. DHHS-CWS intends to maintain its focus on collaborating with the office of the California Attorney General and NCCD to update its procedures and ensure that DHHS-CWS uses Structured Decision Making (SDM) tools effectively and appropriately to protect children.

- **Director, DHHS, Response to R2**

Will not be implemented. See response to R1 above.

- **Director, DHHS, Response to R3**

Will not be implemented. With input from the California Attorney General, and no later than December 2017, DHHS-CWS intends to designate a community task force or work group that will receive feedback from community partners and can monitor the department’s compliance with the new ER process.

- **Director, DHHS, Response to R4**

Will not be implemented. See response to R3 above.

- **Director, DHHS, Response to R5**

Has not been implemented, but will be implemented in the near future. DHHS-CWS is contracting with NCCD to review and revise our policies and procedures. We expect the materials to be finalized by the end of December 2017.

- **Director, DHHS, Response to R6**

Is being implemented. DHHS-CWS has contracted with NCCD to provide training to social workers, supervisors, and management in the use of the SDM tools, implementation of case consultation, group supervision and coaching, and review of policies and procedures. DHHS-CWS has already implemented a new process for receiving reports as described in F1. Staff has already received training on the new process. Additional training on SDM is scheduled to occur from the end of June through September 2017.

## APPENDIX B

### Responses to “Responding in Time to Help Our ‘at Risk’ Children”

- **Director, DHHS, Response to R1**

Should not be implemented as it is misleading.

There is no requirement that school employees or any other reporters file a written report with DHHS-CWS.

With the changes to the system implemented in February 2017, the department began using an electronic spreadsheet as an interim tracking tool. More recently, IS developed and implemented call-tracking software to assist social worker screeners in tracking all calls that are received and processed. This procedure ensures that DHHS-CWS provides efficient supervision and oversight in regards to Hotline activity and follow through.

- **Humboldt County Office of Education Response to R1**

Recommendation numbered R1 has been implemented in the past and will continue to be implemented in 2017-18 school year and beyond. Given the importance of this Grand Jury recommendation, the process for instructing school district personnel and administration will be enhanced and expanded upon in the 2017-18 school year. Mandated reporting laws require reporting, “immediately or as soon as is reasonably possible by telephone and transmit a written follow up report within 36 hours of receiving the information.”

History: Every year the Humboldt County Office of Education (HCOE) and every school district provide all employees training on abuse, neglect and sexual molestation. All Humboldt County schools are members of our JPA and participate in the Mandated Reporter and Awareness Program as offered through *Keenan SafeSchools* learning management system. The program provides access to several online training courses to help schools raise awareness, train, and provide the regulatory required mandated reporter training as required by law. The comprehensive trainings include required processes for reporting to law enforcement and the required written report. HCOE and school districts are mandated to have all employees complete and certify completion of trainings. Each respective district maintains files of completion for their respective employees.

In addition, HCOE sends yearly reminders to districts regarding their training obligations on multitude of issues including the child abuse mandate. *Keenan SafeSchools* online training program is available to districts as a training tool to keep abreast of latest strategies.

HCOE will certainly maintain a proactive approach with the county’s districts on the importance of adhering to related state law and assist in delivering relevant, engaging and quality training opportunities to all employees. It is important to point out that each school district is responsible for meeting this mandate on their own and that HCOE serves in an advisory and supporting capacity to assisting and advising districts. For instance, in the 2017-18 school year, HCOE will host mandated reporter trainings for substitute teachers working in Humboldt County schools. By hosting such trainings, HCOE can become a repository of documenting which substitute teachers have completed the required training and share information with local districts. This will increase efficiency and insure consistent messaging and quality control.

- **HCSO Response to R2**

Is being implemented.

Sheriff Honsal is committed to ensuring that all investigations of suspected child abuse are conducted according to the highest standards.

The Humboldt County Sheriff's Office (HCSO) has adopted Policy 330 Child Abuse covering child abuse cases. Section 330.5 of the policy states that in all reported or suspected cases of child abuse, a report will be written. Deputies *shall* write a report even if the allegations appear unfounded or unsubstantiated. (330.5(h).)

All HCSO reports will document previous investigations involving the same child and/or children and the previous family behavior patterns will be addressed in the most current investigation.

With assistance and input from the California Attorney General, the Sheriff has been working with Child Welfare Services (CWS) to upgrade the child abuse cross-reporting system to make it easier to track prior reports as well as ongoing investigations from other jurisdictions. The new system will provide a mechanism for supervising officers to track reports of investigations and will also ensure that law enforcement and child protective agencies from all jurisdictions can easily share information.

CWS and HCSO are drafting a protocol (or process) regarding their revised cross reporting system that will be submitted to the California Department of Justice for review and acceptance within the next few weeks. HCSO expects the final protocol to be approved by the California Attorney General and judicially reviewed by October or November of 2017.

- **HCSO Response to R3**

Has been implemented.

There is no excuse for disclosing the identity of individuals who report abuse to the persons who are subject to the investigation. The entire patrol force of the Sheriff's Office will be trained and/or retrained on the law and the Sheriff's policy that maintains the confidentiality of persons who report suspected child abuse.

The policies in place call for strict penalties. Sheriff's Policy 330.10.1 states that information related to incidents of child abuse or suspected child abuse shall be confidential and may only be disclosed pursuant to state law and the Release of Records and Information Policy (Penal Code 841.5; Penal Code Section 11167.5). Penal Code Section 11167.5 establishes guidelines for releasing the identity of a mandated reporter, and makes any violation of the confidentiality provided by that statute a misdemeanor punishable by imprisonment in a county jail not to exceed six months, by a fine of five hundred dollars (\$500), or by both that imprisonment and fine.

Sheriff Honsal will hold deputies accountable if they violate Policy 330.10.1.

- **HCSO Response to R4**

Is being implemented.

The Sheriff is committed to training each deputy sheriff regarding the serious and sensitive nature of child abuse investigations and is in the process of offering refresher training to all uniformed patrol staff regarding “Policy 330: Child Abuse investigations.”

As a matter of routine, the department provides training on best practices in child abuse investigations to deputy Sheriffs who are tasked with investigating these cases. Such training includes the following components:

- (a) Introduction to Child Abuse cases in the Field Training Program (eighteen (18)- month course);
- (b) Forensic interview training / Interview School (one-week course);
- (c) Training on the Child Abuse Services Team (CAST) Protocol and investigative guidelines / techniques;
- (d) Continuous Professional Training through CA Police Officers Standards and Training in regards to child abuse investigations.

This training is in addition to a POST mandated one-day training block on child abuse investigations that Sheriff Honsal teaches at the Basic Police Academy.

Earlier this year the multi-disciplinary Child Abuse Services Team (CAST) team trained the entire patrol staff regarding the CAST process and protocol. CAST uses a forensic child abuse interview specialist employed by CWS. The specialist has extensive, specialized training in regards to interviewing abused children. Deputies are encouraged to set up a forensic interview with the CAST team where the specialist can ask questions in an interview that is witnessed by CWS, Mental Health, the District Attorney, and the investigative agency. Every year the District Attorney and CWS offer training to deputy sheriffs regarding this protocol and investigative guidelines. In addition, the District Attorney Investigators, Detectives, and Child Interview Specialists make themselves available to deputy sheriffs to ask questions or to seek advice on these sensitive investigations.

- **Director, DHHS, Response to R5**

Requires further analysis.

DHHS agrees that it would be helpful to streamline the hiring process. However, change would require participation from the union, from Merit Systems and from the county Human Resources Department.

To address the immediate staff shortages, the department will explore ways to recruit applicants for available positions and to retain their current staff.

- **Director, DHHS, Response to R6**

Has not yet been implemented, but will be implemented in the future.

With feedback from the California Attorney General and assistance from NCCD, the department is revising its policies, procedures, and training programs to ensure staff have access to tools that will help them use

SDM tools effectively. The training process will begin in late June and will continue through September. The department expects updated desk guides to be available to staff by the end of 2017. In addition, DHHS-CWS is exploring with staff a revision of the training plan and peer mentoring program.

- **Director, DHHS, Response to R7**

Has been implemented.

DHHS-CWS has taken numerous steps to fill social worker positions. These include continuous recruitment, working with the Humboldt State University Social Work Department, and hiring of social worker I, II, and III's and hiring of the Social Services Aid (SSA) and Vocational Assistant (VA) support positions.

Currently, the unemployment rate in Humboldt County is 3.9 percent. It is difficult to fill vacancies as there are few applicants for the positions. DHHS will continue to work to develop ways to recruit and retain staff.

- **Director, DHHS, Response to R8**

Will not be implemented.

With approval and oversight from the California Attorney General, DHHS-CWS has contracted with NCCD and NICWA to address these issues. DHHS-CWS is also working with the California Department of Social Services (CDSS) on strategies to address these areas. It is unnecessary to seek additional assistance from UC Davis.

- **Director, DHHS, Response to R9**

Will not be implemented.

With assistance from the Attorney General, DHHS will identify an existing multi-agency workgroup that can (1) monitor the County's implementation of new policies and procedures, and (2) help build collaborative relationships. The department expects this process to be in place by the end of 2017.

- **Director, DHHS, Response to R10**

Recommendations are being implemented.

DHHS-CWS contracted with NICWA to undertake a comprehensive systems review and is moving forward on adopting the recommendations from that review. DHHS-CWS will continue to work collaboratively with all local Tribes. DHHS and CWS leadership will continue to meet with local Tribal leadership to coordinate services and get feedback on practice.

- **Director, DHHS, Response to R11**

Recommendations will not be implemented because they are not reasonable

DHHS-CWS contracted with NICWA in 2015-2016 to do a study to review Tribal cases. DHHS-CWS is currently working to implement the recommendations from that review and has contracted with NICWA to assist them to make changes.

In addition, the California Attorney General has retained the services of NCCD to conduct a comprehensive system review of all Humboldt County Child Welfare cases during the past five years. That investigation is nearing its conclusion and the department fully intends to adopt all of the resulting recommendations.



## **APPENDIX C**

### **Responses to “Will Unfunded County Pensions Un-fund Our Future”**

- **BOS, DHHS and CAO Response to R1**

This recommendation will be partially implemented. Pursuant to the Pension Funding Policy adopted by the Board of Supervisors on March 14, 2017, the county will contribute between .25 percent up to 2 percent of salaries. The adopted budget for Fiscal Year 2017-18 contains a contribution of .5 percent of salaries, or an estimated amount of \$593,173.

- **BOS, DHHS and CAO Response to R2**

This recommendation has already been implemented. The Board adopted the Pension Funding Policy on March 14, 2017. Pursuant to that policy, the CAO will review and forecast future costs based on CalPERS actuarial valuation and projected revenue availability to determine the annual departmental contribution rate to PARS. Once the contribution rate is adopted by the Board, Payroll will apply the county-wide deduction percentage based on salary expense per full-time equivalent allocation.

## APPENDIX D

### Responses to “Should the Workforce Development Board Update Its Resume”

- **Chair, WDB, Response to R1**

This recommendation has been implemented.

The Humboldt County Workforce Development Board produces local labor market information called the Targets of Opportunity. The Targets demonstrates the greatest opportunity for the following: job/firm growth; wage growth; strong or growing specialization, concentrated employment; and job opportunities at entry, mid and high wage levels. In addition, employer feedback is gathered in a variety of ways including advisory committees, panel discussions, deep dive interviews, and surveys. The combination of Targets data, industry feedback and a strong alignment between The Job Market, College of the Redwoods, Humboldt State University, and the local K-12 system allows the workforce system to understand and respond effectively to industry needs by working with education partners to develop curriculum and trainings for clients to attain skills necessary for living-wage jobs. At The Job Market, clients receive specialized support from vocational counselors who assist in developing individual employment plans aligned with in-demand local jobs. Plans include clearly defined skills needed and career pathways training programs to attain them.

- **Chair, WDB, Response to R2**

This recommendation has been implemented.

The Workforce Development Board provides oversight to the One-Stop system, locally known as The Job Market, as well as sub-recipients that operate the youth, adult, and dislocated worker programs. All programs are monitored annually for fiscal and program compliance, and outcome goals established by the state and federal governments. Client activities and performance outcomes are reported and tracked in the state system, CalJOBS. Humboldt County Workforce Development Board staff compiles performance data and provides reports to the board quarterly. There are several other required reports that staff submits to the state on a regular basis, including: layoff aversion reports that provide data on jobs saved; rapid response reports that provide data on plant closures, layoffs and support for the affected employees; and reports for grants programs and special one-time funding projects. Staff tracks multiple outcome obligations, including federal, state and local, to ensure all programs are in compliance. There is ongoing oversight and tracking for all the programs to ensure they meet the requirements of the law.

- **Chair, WDB, Response to R3**

This recommendation has been implemented.

The Workforce Development Board performs a thorough evaluation of programs and ensures all training is aligned with local industry and business needs as a base requirement. Feedback from clients and employers is gathered at all points of service as standard practice and includes quality and attendee satisfaction evaluations, interviews and outcome assessments to guarantee services are meeting mandated goals, as well as client expectations and needs. These evaluations are provided to job seekers and employers who

participate in Job Market workshops, job fairs, onsite recruitments and Rapid Response events (support provided to dislocated workers and employers affected by plant closure or layoff).

Over the last three years, the aggregate feedback from the numerous evaluations taken resulted in 75 percent of clients rating Job Market workshops as excellent, 24 percent as good, and 1 percent as needing improvement. Evaluations of Job Fairs have also been collected. At the 2016 annual Career Fair, the 24 employers who completed surveys - out of the 58 attending - reported hiring 29 individuals. Schools used for vocational training by the Workforce Innovation and Opportunity Act programs must be accredited by the Bureau for Private Post-Secondary Education and prove to have a 70 percent or better employment placement rate. State or Community Colleges must additionally provide certification or credentials to 70 percent of those training. These rules guarantee for the highest standards when funds are spent on skills training for clients. Finally the state Employment Development Department sets annual goals for each Workforce Development Board area and monitors these. Humboldt has regularly met or exceeded these goals.

- **Chair, WDB, Response to R4**

This recommendation has been implemented.

During every client's initial orientation, the services, benefits and outcomes of Workforce Innovation and Opportunity Act programs are discussed. Clients can and do ask questions at this time as well as during every other point of service and are provided with rating and outcome data. Program Operators report to the Workforce Development Board annually at a minimum, including total number of clients served, service and/or training provided and educational and employment outcomes. Workforce Development Board meetings and reports, as public meetings governed by the Brown Act, are posted publicly and available for review at the Workforce Development Board website. Schools that provide vocational training are listed on the state's Employment Training Provider List along with their outcomes and rates of employment. This site and information about how to access and review it is provided to all clients who seek and enroll in training using Workforce Innovation and Opportunity Act funds. Workforce Innovation and Opportunity Act One-Stop annual performance outcomes are also posted by the state on public websites. Any and all who seek this information are directed to it or receive it.

In response to this recommendation, the Workforce Development Board will look into printing out these reports and state data to make them readily available in binders at key points of service.

- **Chair, WDB, Response to R5**

This recommendation has been implemented.

Between the Targets of Opportunity growing and in-demand industry-cluster analysis and direct feedback from industry, continuous efforts are in place to address critical workforce needs in Humboldt. The Slingshot project is more visible, and at a larger scale, due to a million dollar grant award. The focus of the Slingshot project is healthcare, which is based on the Targets of Opportunity data and feedback from a healthcare industry group.

Currently, there are projects that follow the Slingshot model, specifically addressing construction and skilled trades workers. The scale of these projects is much smaller, however, given that the total Workforce Innovation and Opportunity Act annual funding for *all* program efforts – client and business services- is just over one million dollars itself. The workforce system responds to critical needs by leveraging multi-agency partnerships and efforts to ensure clients have access to appropriate career pathways, apprenticeship programs, short-term certification programs and work experience quite effectively, despite this very limited budget.

- **Chair, WDB, Response to R6**

This recommendation has been partially implemented.

The Workforce Development Board, through the auspice of The Job Market, does provide a website with job postings and linkage direct to CalJOBS – the state’s largest and most comprehensive online job data base. The Job Market website has been optimized for smart phone use, the most frequent means of access. The Job Market also uses Facebook to push out job and service information to 1,074 current Job Market followers, and more than 3,500 additional followers between the Facebook sites for the county and the Department of Health & Human Services.

By far, Facebook remains the best social medium to reach Job Market clients. Very few Job Market clients use LinkedIn, which tends to skew to technology or higher professional levels than the vast majority of Job Market clients or local jobs. Instagram, which is entirely photo-based, has limited applicability here. Further, utilizing social media beyond this point is difficult for the system for two reasons. One, the digital divide is a real issue for many Job Market clients who have little or no access to computers or internet at home; and two due to the extreme limits of funding to support additional social media efforts which take constant monitoring and updating. More use of social media is not an option for the system nor is it necessarily advantageous at this time.

## APPENDIX E

### Responses to “The Authority to Manage Our Waste”

- **HWMA Response to R1**

Implemented

As detailed in the response to Finding 3, the FY 2016-17 budget included funding for the purchase and implementation of financial accounting and scalehouse software. Financial accounting software was installed and has been operating since December 2016. The Board approved purchase of new scalehouse software at their July 13<sup>th</sup>, 2017 meeting.

- **HWMA Response to R2**

Not Reasonable to Implement

Implementation of this recommendation is not necessary because the annual budgets and line item accounts clearly separate budgeting and accounting activities for Administration, Programs, Tip Floor Operations, Recycling Operations, Hazardous Waste and the Cummings Road Landfill. Furthermore, since adoption of the FY 2014-15 Annual Budget, each year the Board adopts a budget that includes an annual budget summary narrative by division, key accomplishments and objectives for the forthcoming year.

Audits are prepared in accordance with generally accepted accounting principles (GAAP) and audited in accordance with accepting auditing standards by an independent, licensed certified public accountant, and each annual audit includes a dedicated note which addresses the Cummings Road Landfill.

- **HWMA Response to R3**

Implemented

Staff presents a draft budget to the HWMA Board of Directors in early spring of each year, and incorporated in the presentation is an overview of a rolling 3-5 year budget forecast. This enables the Board to see the proposed budget for the upcoming year, and provide direction so the Authority is positioned to meet foreseeable financial impacts such as annual CPI adjustments, the State of California’s tiered minimum wage increase, expiration of long-term debt obligation, and other related impacts. Further, the Board established ‘designated reserve accounts’ to further stabilize and buffer the Authority’s finances in the event of unexpected cost increases related to fuel spikes, governmental pass through fees or other activities.

In November of 2016, the Board approved a seven-year “Capital Improvement Plan (CIP) Fiscal Year 2017-2023”. The CIP is a planning and fiscal management tool used to assist in the coordination, timing and financing of capital improvements over a multi-year period. The approved CIP is intended to:

- Initiate the timely repair and replacement of aging infrastructure and rolling stock.
- Enable Board and public discussion of Authority infrastructure needs, Board approved priorities and Strategic Plan implementation.

- Identify the most economical means of financing capital improvements, with the goal of avoiding sharp increases to the Authority's Waste Management Fee ("Tipping Fee").

- **HWMA Response to R4**

Part Requires Further Analysis, Not Reasonable to Implement Remainder

As described in the Finding 4, there are two areas where recycling activities are held. For curbside collected materials that are stored and transferred into trailers to an out of area process, this recommendation may be appropriate depending on the outcome of the upcoming regional recycling Request For Proposals tentatively scheduled for early 2018.

As to outsourcing Eureka Recycling Center activities, the Authority will not be implementing this. HWMA contracted services for the operation of the Eureka Recycling Center from 2001 until 2009. The Board of Directors directed that the Authority assume operation of the recycling operations which went into effect in 2011, and today HWMA operates the only local California Redemption Value (CRV) Buy-Back Center in Eureka, Arcata and the surrounding communities. Five (5) privately owner-operated CRV Buy-Back centers were unable to financially maintain their operations due to increased regulatory requirements, and a declining value of material commodities. The Eureka Recycling Center also receives public drop-off of materials such as cardboard, scrap metals, non-CRV materials, batteries, used oil, electronics, appliances and e-waste.

- **HWMA Response to R5**

HWMA unable to implement

The Joint Power Agreement was written with the objective of the Authority eventually becoming a limited 'regional' authority for solid waste. Limited in the sense that cities maintain the right to enter into their own agreements with franchise curbside collection waste, recycling haulers and diversion activities.

Provisions exist for additional membership to the Authority, however entities are required to give "flow control" of their solid waste to HWMA. This flow control is necessary to demonstrate committed tonnage volumes to leverage and secure competitive services. All other material such as recyclables or green-waste and other materials are not subject to mandatory 'flow control' unless the entity agrees to voluntarily and formally direct materials to the Authority.

- **BOS Response to R5**

This recommendation will be partially implemented. The City of Fortuna for many years has been served by Eel River Disposal. The City of Trinidad is served by Humboldt Sanitation for waste management services. When there are more cities who partner with HWMA it would likely benefit not only ratepayers but also our environment. While Humboldt County, likely through its Public Works Department, will encourage further partnerships, it should be noted that there is nothing preventing all agencies who partner with HWMA to do the same.

- **HWMA Response to R6**

## Implemented

The HWMA Board has approved plans since 2013 that guide strategic planning, and capital improvements for Authority operations, and regularly approves direction to Authority staff for various projects and planning efforts. In May of 2013 HWMA adopted a ten (10) year strategic plan “HWMA 2013-2023 Strategic Plan”, that has guided numerous endeavors the Authority has undertaken over the past four years. This plan and implementation progress is updated annually by the HWMA Board of Directors.

As described in the response to R3, in November of 2016 the Board of Directors approved a Capital Improvement Plan which is used to plan and finance capital improvements projects over a multi-year period.

The Board of Directors received a presentation and discussed Humboldt Bay Sea Level Rise Inundation Vulnerability Modeling, Mapping and Adaption Planning and HWMA’s Facilities in July 2016. The Authority will incorporate the findings in this study in upcoming master facility planning efforts.

HWMA staff assisted in the coordination and development of the Humboldt County Office of Emergency Services “Debris Management Plan” which addresses debris resulting from incidents such as earthquakes, floods, tsunami and continuity of vital services such as garbage collection in the event of emergencies.

- **HWMA Response to R7**

## Not Reasonable to Implement

The HWMA Board of Directors has existing authority under the joint powers agreement to conduct feasibility studies for Authority projects, and would obtain support of all member agencies including, but not limited to, the Humboldt County Board of Supervisors.

Although the HWMA Board of Directors appreciates this recommendation, all strategies to achieve 1) waste minimization, 2) recycling, 3) diversion and 4) all forms of waste disposal, including landfill, waste-to-energy and incineration, will be explored through a public process.

- **BOS Response to R7**

This recommendation will not be implemented as it is not warranted. HWMA is a joint powers authority and not solely beholden to the Board of Supervisors. It has the authority to conduct a study of this nature without this step.

## APPENDIX F

### Responses to “Rural Policing in Humboldt County: Lawlessness Ignored?”

- **HCSO Response to R1**

Further Analysis is required

The Humboldt County Board of Supervisors controls the Sheriff’s budget. I completely agree that the sheriff’s patrol operations budget should be increased to meet the growing demands of crime in the rural areas of Humboldt County.

- **BOS Response to R1**

This recommendation has been implemented. The Fiscal Year 2017-18 budget contains more than \$1 million in additional funding for the Sheriff’s Office, which includes more than \$600,000 from Measure Z.

- **HCSO Response to R2**

Further Analysis is required

I do not have any control over the budget that the Board of Supervisors approves for the Sheriff’s office. However, I fully support finding a permanent funding model to ensure the positions funded by Measure Z, will not go away.

- **BOS Response to R2**

This recommendation will be partially implemented. Measure Z is unique in its size and scope as it represents a significant source of locally controlled funding that can be spent to address local needs. A permanent funding source that replaces Measure Z in both the amount of revenue it generates and the flexibility in its use is difficult. Permanent funding in this amount (more than \$11 million in Fiscal Year 2017-18) often comes from a combination of state and federal sources and must be spent in certain ways. In addition, funding from these sources can be competitive, and small counties like Humboldt have challenges going up against larger, more urban counties. However, the county and the Sheriff’s Office are always seeking new sources of funding to provide services needed by the community and will continue to do so.

- **HCSO Response to R3**

Further Analysis is required

The recruitment, testing, background, hiring and training of deputy sheriffs is a lengthy and important process. This process ensures that we only hire the best candidates for the job that have the highest integrity and judgment and can live up to the emotional, stressful, and physical challenges of the job. The Sheriff’s Office and Human Resources are working together to aggressively recruit and hire for the vacant positions within the agency. Open recruitment has also been implemented on several positions and when a minimum number of applications are received the hiring process begins. In the past we had to wait for the application window to close before moving to the next step. Even with the changes the hiring process takes over 6



months to hire a deputy Sheriff. The Sheriff's Office has hired over 15 people from the community as a Deputy Recruit. Deputy Recruits were paid to attend the College of the Redwoods Police Academy. By hiring local people and paying for them to attend the Basic Academy we are hopeful for a higher retention level as these people already have roots in the community. Retention of experienced deputies has always been a problem due to increased salaries for law enforcement officers in nearby counties. The job of a deputy Sheriff is complex and unique. It takes many years to obtain the training and experience to effectively investigate and handle crime investigation and community service. The job of the Sheriff Deputy and the demands and expectations the community puts on Law Enforcement is increasing. Deputies should be one of the highest paid government workers because of these demands.

- **BOS Response to R3**

This recommendation will be partially implemented. The Sheriff's Office has stringent state and federal requirements when it comes to hiring and the county has no authority over changing those rules. Human Resources and the Sheriff's Office are currently evaluating ways to streamline and enhance hiring procedures.

- **HCSO Response to R4**

The Recommendation has been partially implemented but will be fully implemented in the future. (Spring 2018)

Due to the aggressive recruitment and the implementation of Measure Z the Sheriff's Office has been on a continuous hiring and training cycle. This has allowed us to push more staff out to the Rural areas of Humboldt County. In 2014 the Sheriff's Office did not have 24 hour patrol coverage for Southern Humboldt and Eastern Humboldt. Since Measure Z, staffing has almost doubled for Southern Humboldt and has greatly increased in Eastern Humboldt Co. We hope by Spring 2018, The Sheriff's office patrol operations will be up to full staffing to better serve all the citizen's in the County's jurisdiction.

Because we live in a sparsely populated rural county, response times are going to be delayed. The Humboldt County Sheriff's office has 4000 square miles of area to cover. The Sheriff's office is in the process of obtaining a new records management system which will enhance our ability to records response times and calls for service. This will enhance our ability to study how we assign patrol deputies to rural areas in the county. Smart deployment will ensure that during the highest recorded call volume periods, we will have the maximum amount of deputy sheriff's working in these areas.

- **BOS Response to R4**

This recommendation will be partially implemented. The Sheriff's Office would be the appropriate agency to evaluate 911 calls and response times. The Board of Supervisors has shown consistent dedication to supporting the Sheriff's Office, most recently by allocating more than \$1 million in additional funding to the Sheriff's Office in FY 2017-18.

- **HCSO Response to R5**

The Recommendation has been implemented.

The Sheriff's Office has purchased satellite telephones and staged them at the Hoopa Station, Garberville Station, main station, Office of Emergency Services and with the special services unit. A request for funds to purchase a phone for the McKinleyville Station has been submitted. There are also phones available for the Main Station sergeants to use. The Board of Supervisors recently approved funds to study the aging emergency communications system (Sheriff Radio). The study recommended the system be replaced with a modern digital system. This system will greatly improve coverage areas, and hopefully allow portable radios to be more reliable. The new system will allow Deputies in Garberville to hear Deputies in Hoopa transmitting. This will fix a long standing problem. The County Administrative Office is currently researching avenues to provide funding for this project.

- **BOS Response to R5**

This recommendation will be implemented. The Board of Supervisors this year chose to fund the Sheriff's Office Measure Z application for replacing and upgrading radio equipment around the county. This funding totals more than \$350,000 to conduct a study of the county's aging radio infrastructure and to begin purchasing replacement equipment. The project will positively impact not only the Sheriff's Office, but other agencies as well, including Probation, Public Works, Department of Health & Human Services, local fire agencies and schools.

- **HCSO Response to R6**

The Recommendation has been implemented.

The Sheriff's Office has had a long standing relationship with both the Hoopa Tribal Police Department and the Yurok Tribal Police Department. The Sheriff's Office has a historic practice of cross deputizing Yurok and Hoopa tribal officers which provides them State Peace Officer powers. Recently the Sheriff's Office and the Hoopa Tribal Police Department entered into a new Memorandum Of Understanding (MOU) regarding law enforcement on the Hoopa Reservation. Currently the Sheriff's office is working on a similar MOU with the Yurok Tribe. The Sheriff's Office has agreed to provide a background check, 18 week Field Training Program, in service training, use of the Sheriff's Radio, field supervision of officers, and use of the Sheriff's Office report writing system. Once a tribal officer completes the Sheriff's Office Field Training program they will have the exact same training level as a deputy sheriff. The Sheriff's Office has also hired several tribal police officers as deputy sheriffs. These deputies continue to work on tribal lands and have existing relationships with current tribal officers. Using these relationships and past relationships the Sheriff's Office hopes to build on an existing foundation.

- **BOS Response to R6**

This recommendation will be partially implemented. The Humboldt County Sheriff is an elected position and therefore the Board of Supervisors does not direct his activities. However, the Board has shown commitment to the Sheriff's Office and agrees that these actions could improve public safety and stands ready to find ways to support these efforts.

## **APPENDIX G**

### **Responses to “Consolidation of Sheriff and Coroner/PA”**

- **HCSO Response to R1**

#### **Further Analysis is Required**

Prior to the consolidation it is my belief that the office of the Coroner / Public Administrator did not have the appropriate staffing or budget to properly complete all of the duties and responsibilities of the office. When the Sheriff’s Office took over as the Public Administrator in 2015, the Sheriff made immediate changes to staffing and policies and procedures.

Recently, due to allegations of misconduct, Sheriff William Honsal commenced an internal investigation into the current and past practices, policies, and procedures of the Public Administrator’s Office relating to the disposal of property in probate cases. In addition to the internal investigation, there will also be a criminal investigation into the alleged misconduct. The Sheriff and the District Attorney have both requested that the California Department of Justice conduct that criminal investigation.

Sheriff Honsal made immediate changes to ensure that the requirements contained in the Probate Code are followed in a process that is fair, equitable, and transparent to decedents’ heirs and to the public.

The ongoing investigation will not only review and evaluate past practices, but will also result in necessary improvements to the Public Administrator’s policies and procedures. One of the options we are considering in the review process is to hire a civilian or to contract with a private company to perform some of the duties that the Probate Code requires of the Public Administrator. The investigation timeframe could take up to 6 months to complete.

- **HCSO Response to R2**

#### **Further Analysis is Required**

Sheriff Honsal has discussed the current conditions of the Coroner’s Office with County Administrative Office (CAO) staff and they are aware of the many limitations of that current space. The Sheriff’s Office and CAO have budget constraints that prevent the Sheriff’s office from building a new office or remodeling the existing space at this time. The Sheriff will continue to explore grants or other funding sources to improve the antiquated examination room, offices, cold storage, property room, and storage space.

## **APPENDIX H**

### **Responses to “Jails and Law Enforcement Facilities”**

- **HCSO Response to R1**

Further Analysis is required.

The Humboldt County Sheriffs office is in the process of reviewing our policies and practices with DHHS Mental Health to ensure the persons who are in the care and custody of the Sheriff are receiving the best mental health care possible. Additionally we regularly attend the Mental Health E/R SubCommittee meetings hosted by the Humboldt/Del Norte Medical society which discusses MH issues in the community to include the hospitals, correctional facility, law enforcement in the field and county mental health. The Sheriff’s office recognizes that the HCCF has a growing population of inmates that need these essential services. Due to the fact that the State Hospitals are impacted by the great need in the state, the Correctional facility needs to expand existing services. We have also began using a Jail Based Competency Program out of Sacramento in addition to the Department of State Hospitals in an effort to get those individuals deemed incompetent to stand trial to a competency program sooner. The Sheriff’s Office is working closely with DHHS Mental Health to be proactive on this growing need.

- **HCSO Response to R2**

Further Analysis is required.

At this time there is no identified funding source available to provide this service of 24/7 mental health clinician coverage. This is something the Humboldt County Sheriff’s Office would welcome as there would be a great benefit to have MH staff available at all times in the correctional facility. With new Title 15 requirements that anyone placed in a safety cell be assessed by MH within 12 hours of placement having MH staff 24/7 would reduce the burden from Semper Virens staff having to come to the facility after hours to meet this statute. This would require an analysis of available funding whether it between through DHSS or the Sheriff’s Office to determine the staff cost to increase MH staff to 24/7.

- **HCSO Response to R3**

Further Analysis is required.

The Sheriff’s Office recognizes that the Correctional Staff are underpaid for the highly important position they hold in the county. The County is in active negotiations with the Correctional Deputies association.

- **BOS Response to R3**

This recommendation will be implemented. The county is currently engaged in contract negotiations with the Humboldt Deputy Sheriff’s Organization (HDSO) as our collective bargaining agreement expired on June 30, 2017. Through the negotiation process, the county reviews all articles pertaining to wages including incentives.

- **HCSO Response to R4**

The recommendation has yet been implemented (sic), but will be implanted in the future.

The HCCF has just completed a \$203,711.57 upgrade to its PLC Security System. The security system is over 20 years old and was in need of upgrading. By doing so will allow the facilities security system to run more efficiently. Each year HCCF budgets approx. \$15,000 For continued upgrades, and camera replacements. This year we are focusing on doubling the amount of recording capabilities. Starting to upgrade our current outdated system will also enable us to have a smoother transition when we are connecting to the new SB 863 Re-Entry Facility. The Sheriff's office is also exploring the use of Body Worn Camera's in the facility.

- **HCSO Response to R5**

The recommendation has been implemented

The Humboldt County Coroner has identified several licensed pathologists that could fill in if necessary. The issue is that they are located outside of Humboldt County and would add additional expense for travel time and lodging. We continue to look for another local pathologist but have not been able to locate one at this time. The recommendation has been implemented knowing that it will add additional costs if and when we use these other pathologists.

- **HCSO Response to R6**

Further analysis is required.

The Humboldt County Coroner's Office facilities are inadequate for our current needs. The building is antiquated and in need of constant maintenance. The limited space creates a constant problem for storage of Coroner supplies and decedents belongings. We have no secure parking for our vehicles. Due to the limited amount of space available, restructuring or remodeling our current facility is not a viable option. As always, cost incurred obtaining a new facility remains an issue. This recommendation requires further study and analysis in order to come up with a solution.

- **BOS Response to R6**

This recommendation is being implemented on a county-wide basis, as Americans with Disabilities Act (ADA) assessments and facility assessments are being conducted in order to determine feasibility and priority ranking. The county has a significant backlog of deferred maintenance on several county facilities, including law enforcement facilities. In addition, the Board of Supervisors as part of its Fiscal Year 2017-18 budget authorized more than \$1.5 million in funding for ADA improvements and facility assessments/asset management.

The county is also currently in the process of developing a long-term facilities plan as well as revising its deferred maintenance funding policy. Lack of revenue has prevented the county from providing adequate funding for its deferred maintenance for a number of years. While the Board acknowledges that county law enforcement facilities need attention, the county must also balance competing needs from other departments and even outside pressures.

- **HCSO Response to R7**

The recommendation has been partially implemented.

Autopsy equipment and supplies have recently been purchased to replace outdated equipment. The backup power system has received recent maintenance and is currently working as intended. The fact that the coroner's office infrastructure is antiquated causes a consistent challenge with the agency.

- **HCSO Response to R8**

Further analysis is required.

Currently Deputy Coroner's are required to transport decedents to Mad River Hospital during the hours of 10:00 PM and 6:00 AM to obtain X-Ray services. This adds overtime expense and disruption to the sleep cycle of the on call Deputy Coroner. We agree that adding X-Ray capabilities to our office would reduce overtime costs and improve the working conditions of our Deputy Coroners. The recommendation requires further analysis as to the estimated cost and how to pay for the system, which we are currently doing.

- **HCSO Response to R9**

Recommendations have been partially implemented.

The Sheriff's Office and County Officials are aware of the compliance requirements for The Americans with Disabilities Act. The County and the Sheriff's Office intend to implement the Grand Jury recommendations for ADA compliancy. The Sheriff's office and the CAO are actively looking at new facilities in the Garberville area because the substation would be too costly to repair the ADA requirements.

The Sheriff's Office recognizes the need for an external emergency phone at the Garberville Sheriff's Station. The recommendation has not been implemented, but the Sheriff's Office Intends to implement the recommendation in the future. Research for completing the project is currently underway. When there is a new facility identified, an external phone should be a part of the project.

The recommendation regarding directional signage on Redwood drive has been addressed with Humboldt County Public Works, and will be implemented in the near future.

- **BOS Response to R9**

This recommendation will be partially implemented. As stated above, the county has many pressing ADA issues and bringing the Garberville Substation into compliance is one of them. The county is putting together a comprehensive plan to address ADA compliance, which includes the substation. Additionally, the Board on Aug. 15 authorized the county to negotiate purchase of property located at the former College of the Redwoods campus in Garberville. If successful, this campus could house multiple county services, potentially including the Sheriff.

- **HCSO Response to R10**

Further analysis is required.

The Sheriff's Office is working with the County Information technology department to determine the best way to ensure a redundant communication system is in place at the Garberville Substation.

- **HCSO Response to R11**

Recommendation has been implemented

Recently the Sheriff SWAP program has already revised and implemented several Safety Video, Safety Acknowledgment Forms, and Daily Safety Briefings which inmates sign once the office has completed the safety briefing. We have posted all appropriate Workman's Comp Notices and OSHA paperwork. The Sheriff SWAP Officers are issuing the following safety equipment: Helmets, Gloves, and Chain Saw Chaps to inmates who are sawyers. Appropriate Safety Clothing and equipment are continually being purchased and monitored by SWAP officers.

- **ECPD Response to R12**

The Eureka Police Department will place the reconfiguration of the parking lot into the capital improvement budget. Once budgeted and approved, building maintenance will create a secondary entrance and exit to the parking lot.

- **HCSO Response to R13**

Recommendation has been implemented.

The Sheriffs' office has posted the recommended evacuation routes for the main office in several prominent locations throughout the facility.

- **HCSO Response to R14**

Further Analysis is required.

The McKinleyville station is owned by the McKinleyville Community Services district. We are in communication with the Community Services district to upgrade several things within the facility to be in compliance with ADA, to expand the facility to accommodate a growing staff, and to ensure that the environment they work in is comfortable.

- **HCSO Response to R15**

The recommendation has not yet been implemented, but will be implemented in the future.

Various funding sources are available for such a project. The most appropriate source needs to be identified. Secondly, a location for the signage needs to be determined. Thirdly, this recommendation will require the participation of County Public Works and MCSD as the Sheriff's Office does not have the means or authority to install such signage on its own. There is also a possibility, as this recommendation moves forward, that other agencies or groups may be identified who have a vested interest in such a project and will require their participation and/or authorization.

- **HCSO Response to R16**

The recommendation has already been implemented.

The Trinity River Division now has on site a backup generator, fire extinguishers and comprehensive water rescue kits at the station and in patrol vehicles. Other plans are in motion to dedicate specific specialized rescue equipment such as ATV's, personal watercrafts and boats to the eastern areas of the county. Currently, we only have so many of these resources available and they must be kept in a centralized location for the overall safety of all the communities within Humboldt County.

- **HCSO Response to R17**

Requires further analysis

The Humboldt County Sheriff's Office recognizes the need to initiate a planning process to address safety and maintenance needs of its County facilities. The CAO and the Sheriff's office are looking at ways to improve infrastructure, repair needed ADA repairs and create a safe environment.

- **BOS Response to R17**

This recommendation will be implemented. As stated above, the county is currently in the process of developing a long-term plan to address all county facilities, including those for law enforcement. It should be noted that the Board has no authority over cities and how they manage their law enforcement facilities.

- **ECPD Response to R17**

The Eureka Police sees the value of having a facilities strategic public safety planning meeting for city leadership. This would allow for long term planning and budgeting to take place. It also would prevent the deferment of maintenance due to budgetary difficulties. The meeting should be facilitated by the Chief of Police at the direction of the City Manager.

- **ACPD Response to R17**

Recommendation has not yet been implemented but will be implemented in the future.

- **FCPD Response to R17**

No response received.

- **RDCPD Response to R17**

In response to "R17", on June 6, 2017 the Rio Dell City Council approved a contract to spend \$267,410.00 to upgrade access to the City Hall and Police Department facilities in Rio Dell. This project would bring the facility into compliance and allow wheelchair access. Construction on the project is planned to take place on 2017.

- **HCSO Response to R18**

Requires further analysis.



The implementation of an off-site (temporary or emergency) holding facility would be a huge undertaking. Many state and federal rules and regulations would need to be met to have such a facility certified. The facility would have to be in compliance with Title 15 and Title 24. Appropriate location(s) would need to be determined along with funding sources and permits. Even a preexisting facility would require extensive retrofitting to meet just the requirements set by the Board of Corrections alone. There are several alternative routes from the eastern areas of the county to the coast. The HCSO also has the option of working with Trinity and Siskiyou Counties to help temporarily house inmates on an emergency basis. Only in the most severe (sic) and extreme situations would we be completely cutoff.

- **BOS Response to R18**

This recommendation will be partially implemented. The Sheriff's Office investigated the option and at this point determined it is not feasible to develop new facilities due to prohibitive state regulations and cost.