

PLUMAS COUNTY MANAGEMENT COUNCIL

A Commitment to Coordinated Public Service

Minutes of the September 5, 2003 meeting.

Present: Elliott Smart, Kathy Williams, Janice Stafford, Karl Bishop, Richard Turner, John McMorrow, Judi Mault, Gayla Trumbo, Margaret Miles, Sid Roberts, Chuck Leonhardt, Ginny Dunbar, and Rita Scardaci.

Call to Order: Elliott Smart

Upcoming refreshments:

Ginny Dunbar	-	October
Sid Roberts	-	November
Bob Conen	-	December

Mid-Management Report: Representative Steve Allen was not present.

CAO Recruitment: Gayla Trumbo explained to the members that the Board decided to open the recruitment for County Counsel and the "County Administrative Assistant", which will replace the current County Administrative Officer. She also said the board will remove some of the duties currently performed by the CAO and give these duties to the new County Counsel. The salaries for these two positions are County Counsel -\$90,000 and County Administrative Assistant – \$80,000-90,000. After the duties are determined the two month recruitment will begin.

New County Building: The bids for the new county building (annex) have been sent out, however the plans for this building have not been approved at this time. The plans for the permit center have not gone to bid yet.

HIPPA: Rita Scardaci explained that HIPPA compliance is completed and each individual unit will be implementing the process. The County Counsel Office has been given a 2.5 FTE for risk management and HIPPA compliance.

ROUND TABLE

West Nile Virus: Rita Scardaci explained this virus is transmitted to people and animals by mosquitoes. A fact brochure about this virus was handed out.

Management Council Training: Margaret Miles asked who was going to the upcoming training in Redding. Chuck Leonhardt and Ginny Dunbar will be attending.

Revised ID Policy: There is a revised ID policy that Gayla Trumbo will be sending out soon. This policy will go the board for approval by October 2, 2003.

AGENDA FOR OCTOBER 3, 2003

Mid Management Report – Steve Allen
CAO/County Counsel recruitment update – Elliott Smart
County Building projects status – Tom Hunter
Supervisor Training Report – Ginny Dunbar