

AGENDA FOR THE REGULAR MEETING OF THE BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES, CALIFORNIA

TUESDAY, JANUARY 30, 2018, 9:30 A.M.

BOARD HEARING ROOM 381B

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET
LOS ANGELES, CALIFORNIA 90012

Sheila Kuehl
Chair
Third District

Hilda L. Solis
Supervisor
First District

Janice Hahn
Chair Pro Tem
Fourth District



Mark Ridley-Thomas
Supervisor
Second District

Kathryn Barger
Supervisor
Fifth District

Executive Officer
Lori Glasgow

AGENDA POSTED: January 25, 2018

MEETING TELEVISED: Wednesday, January 31, 2018 at 10:00 p.m. on KLCS

Assistive listening devices, agenda in Braille and/or alternate formats are available upon request. American Sign Language (ASL) interpreters, other auxiliary aids and services, or reasonable modifications to Board meeting policies and/or procedures, such as to assist members of the disability community who would like to request a disability-related accommodation in addressing the Board, are available if requested at least three business days prior to the Board meeting. Later requests will be accommodated to the extent feasible. Please telephone the Executive Office of the Board at (213) 974-1426 (voice) or (213) 974-1707 (TTY), from 8:00 a.m. to 5:00 p.m., Monday through Friday.

Supporting documentation is available at the Executive Office of the Board located at the Kenneth Hahn Hall of Administration, 500 W. Temple Street, Room 383, Los Angeles, California 90012, and may also be accessible on the Board of Supervisors' website at <http://bos.lacounty.gov/>

Máquinas de traducción disponibles a petición. Si necesita intérprete para las juntas de los Supervisores del Condado de Los Angeles, por favor llame (213) 974-1426 entre las horas de 8:00 a.m. a 5:00 p.m., lunes a viernes, con tres días de anticipación.

Invocation led by Bishop Juan Carlos Mendez, Pastor of Centro Cristiano Bet-El, South Gate (1).

Pledge of Allegiance led by Pierre A. Le Veaux, former Specialist, United States Coast Guard, Rancho Dominguez (2).

I. PRESENTATIONS

Presentation of scroll to retired California Highway Patrol Captain Paul Medeiros, in recognition of his service to the East Los Angeles community, as arranged by Supervisor Solis.

Presentation of scrolls to Jobs to Move America and a coalition of organizations, in recognition of their collaborative efforts in the adoption of the U.S. Employment Plan Policy at Metro, as arranged by Supervisor Solis.

Presentation of scrolls to the Long Beach Fire Department's Search and Rescue Team, in recognition of their heroic efforts in rescuing victims of the catastrophic mudslides in Montecito, as arranged by Supervisor Hahn.

Presentation of scroll to Alan Bleemers, the first Los Angeles County resident to reach 100 gallons of blood donations with LifeStream, in honor of "National Blood Donor Month," as arranged by Supervisor Barger.

Presentation of scroll to BizFed, in honor of their 10th Anniversary, as arranged by Supervisor Barger.

Presentation of pet(s) to the television audience for the County's Pet Adoption Program, as arranged by Supervisor Barger. (18-0008)

II. SPECIAL DISTRICT AGENDAS

**AGENDA FOR THE MEETING OF
THE COMMUNITY DEVELOPMENT COMMISSION
OF THE COUNTY OF LOS ANGELES
TUESDAY, JANUARY 30, 2018
9:30 A.M.**

- 1-D.** Recommendation as submitted by Supervisor Solis: Approve the award of a standard Community Development Block Grant (CDBG) Reimbursable Contract to Los Angeles Conservation Corps, Inc. (LACC), for its First District Clean-up and Graffiti Deterrent Project, using \$253,105 in CDBG funds allocated to the First Supervisorial District; and authorize the Acting Executive Director of the Community Development Commission to execute the standard CDBG Reimbursable Contract and all necessary amendments with LACC. (18-0503)

Attachments: [Motion by Supervisor Solis](#)

- 2-D.** Recommendation: Authorize the Acting Executive Director of the Community Development Commission to execute a Community Development Block Grant (CDBG) Advance Contract with Los Angeles Neighborhood Land Trust, for the 95th and Normandie Pocket Park Project (2), in the amount of \$650,000, using CDBG funds allocated to the Second Supervisorial District, effective upon execution by all parties, through June 30, 2019. APPROVE (18-0429)

Attachments: [Board Letter](#)

**AGENDA FOR THE MEETING OF
THE HOUSING AUTHORITY
OF THE COUNTY OF LOS ANGELES
TUESDAY, JANUARY 30, 2018
9:30 A.M.**

- 1-H.** Recommendation: Adopt and instruct the Chair to sign a resolution, as required under Treasury Regulations, declaring an intent by Hollywood Community Housing Corporation L.P., to undertake bond financing in an amount not to exceed \$25,000,000, to finance the acquisition, construction and development of the Stanford Avenue Apartments, an 85-unit multi-family rental housing development to be located at 14733-14803 South Stanford Avenue in unincorporated Compton (2). ADOPT (18-0442)

Attachments: [Board Letter](#)

III. CONSENT CALENDAR

All matters are approved by one motion unless held.

BOARD OF SUPERVISORS 1 - 9

1. Recommendation for appointment/reappointment for the following Commissions/Committees/Special Districts: **Documents on file in the Executive Office.**

Supervisor Hahn
Johnie E. Drawn, Jr., Juvenile Justice Coordinating Council
Randy Herbon, Probation Commission
Darrel Saucedo, Workforce Development Board

Supervisor Barger
Steven A. Goldsworthy, Greater Los Angeles County Vector Control District (18-0007)

2. Recommendation as submitted by Supervisors Solis and Kuehl: Support legislation that favors the County's judgment against Sherwin-Williams, National Lead Industries and ConAgra, three former lead paint manufacturers, and prevents these companies from avoiding their court-ordered liability. (18-0490)

Attachments: [Motion by Supervisors Solis and Kuehl](#)
[Memo](#)

3. Recommendation as submitted by Supervisor Solis: Reinstate the \$20,000 reward offered in exchange for information leading to the apprehension and/or conviction of the person or persons responsible for the heinous murder of Alex Gines, who was fatally shot at the 900 block of South Kern Avenue in East Los Angeles on May 17, 2014. (15-5500)

Attachments: [Motion by Supervisor Solis](#)

4. Recommendation as submitted by Supervisor Solis: Establish a \$20,000 reward offered in exchange for information leading to the apprehension and/or conviction of the person or persons responsible for the heinous murder of the minor, who tragically lost his/her life on January 6, 2018 at the 4500 block of Healthdale Avenue in Covina. (18-0509)

Attachments: [Motion by Supervisor Solis](#)

5. Recommendation as submitted by Supervisor Ridley-Thomas: Find that the acquisition of land by the County, including 159,908 sq ft owned by the Los Angeles County Metropolitan Transportation Authority, and 206,709 sq ft located at 10341 South Graham Avenue, as well as various parcels south of 103rd Street and north of 108th Street between Graham and Grandee Avenues in the City of Los Angeles, which are owned by the City of Los Angeles' former Community Redevelopment Agency (CRA/LA) (collectively, the CRA/LA Properties), to facilitate the transfer of the property to the Housing Corporation of America (HCA) for the development of affordable housing will serve public purposes pursuant to Government Code, Section 26227; and take the following related actions:

Find that the CRA/LA Properties, once acquired by the County, will not be needed for County purposes and the transfer of property to HCA for the development of affordable housing will serve public purposes;

Establish and approve the Graham Avenue CRA/LA Properties Acquisition, Capital Project No. 77612 with a land acquisition budget of \$2,800,000;

Approve an appropriation adjustment that increases appropriation and revenue by \$2,800,000 to fund the project; and

Authorize the Chief Executive Officer to take the necessary actions consistent with these recommendations to consummate the acquisition of the CRA/LA Properties and their concurrent sale for the price of \$2,800,000 to HCA for the development of affordable housing, conditioned on prior compliance by HCA and the City of Los Angeles, as the Lead Agency, with the requirements of the California Environmental Quality Act and the recordation of appropriate affordable housing covenant(s) on the properties. (18-0510)

Attachments: [Motion by Supervisor Ridley-Thomas](#)

6. Recommendation as submitted by Supervisor Ridley-Thomas: Establish a \$10,000 reward offered in exchange for information leading to the apprehension and/or conviction of the person or persons responsible for the murder of 21-year-old Estephan Hernandez, who was shot and killed on September 28, 2017, at approximately 9:32 p.m., while sitting in his car parked on the 1100 block of East 148th Street in the City of Compton. (18-0497)

Attachments: [Motion by Supervisor Ridley-Thomas](#)

7. Recommendation as submitted by Supervisor Kuehl: Appoint Superior Court Judge Emilie H. Elias (Retired) to the Proposition R Independent Taxpayers Oversight Committee of the Los Angeles County Metropolitan Transportation Authority. (18-0156)

Attachments: [Motion by Supervisor Kuehl](#)

8. Recommendation as submitted by Supervisors Barger and Ridley-Thomas: Direct the Chief Executive Officer to work with the Director of Mental Health to immediately sponsor legislation that would amend the definition of gravely disabled pursuant to the recommendation outlined in the Director of Mental Health's January 10, 2018 report entitled, "Assessment of Grave Disability," and report back to the Board with regular status updates every 30 days, or as needed. (18-0502)

Attachments: [Motion by Supervisors Barger and Ridley-Thomas](#)
[Director of Mental Health's Report](#)

9. Recommendation as submitted by Supervisor Barger: Reinstate the \$20,000 reward offered in exchange for information leading to the apprehension and/or conviction of the person or persons responsible for the heinous murder of 28-year-old Robert Calderon, who was found lying on the parkway, suffering from gunshot wounds on the 600 block on North Mentor Avenue in Altadena on December 18, 2015, at approximately 10:45 p.m. (16-1837)

Attachments: [Motion by Supervisor Barger](#)

ADMINISTRATIVE MATTERS 10 - 54**Chief Executive Office**

10. Report by the Chief Executive Officer on Board Directed Priorities, including the Sheriff's Department/Justice Reform, Child Protection, Health Integration, Homeless Initiative, Environmental Oversight and Monitoring and Immigration, as requested at the Board meeting of June 27, 2016. RECEIVE AND FILE (Continued from the meeting of 1-9-18) (16-3277)

Attachments: [Report](#)
[Presentation](#)

11. Annual report by the Chief Executive Office on Risk Management for Fiscal Year 2016-17. RECEIVE AND FILE (Continued from the meeting of 12-5-17)
NOTE: The Chief Executive Officer requests that this item be continued one week to February 6, 2018. (17-5487)

Attachments: [Report](#)

12. Recommendation: Approve an ordinance for introduction amending County Code, Title 6 - Salaries, to add one new classification in the Department of Parks and Recreation, add one new unclassified classification in the Department of Public Works, change the salary of one non-represented classification in the Department of Beaches and Harbors, change the title and salary of two unclassified classifications in the Board of Supervisors, delete one non-represented classification in the Sheriff's Department, reclassify 30 positions in the Department of Health Services as a result of the Department's Ambulatory Surgical Centers' reorganization and 31 positions in the Department of Workforce Development, Aging and Community Services as a result of a Departmentwide reorganization and reclassify 63 positions in the Departments of Auditor-Controller, Board of Supervisors, Health Services, Internal Services, Mental Health, Parks and Recreation, Public Health, Public Works, Registrar-Recorder/County Clerk and Sheriff. (Relates to Agenda No. 55) (18-0416)

Attachments: [Board Letter](#)

13. Recommendation: Authorize the Chief Executive Officer to implement the process to review and finalize the Fiscal Year (FY) 2018-19 Measure H Funding Recommendations for the Measure H-funded Homeless Initiative Strategies, at no Net County Cost; and waive the \$20 per vehicle parking fee for 500 vehicles for an amount not to exceed \$10,000, at the Music Center Garage, excluding the cost of liability insurance, for a public meeting to discuss the FY 2018-19 Measure H funding recommendations, to be held March 14, 2018. (18-0414)

Attachments: [Board Letter](#)

County Operations

14. Annual report by County Counsel on the Litigation Cost Report for Fiscal Year 2016-17. RECEIVE AND FILE (Continued from the meeting of 12-5-17) **NOTE: County Counsel requests that this item be continued one week to February 6, 2018.** (17-5488)

15. Recommendation: Award two contracts for as-needed subpoena services to Team Legal, Inc. and First Records Retrieval for a term of two years commencing upon Board approval or execution by both parties, whichever occurs last, with three one-year and six month-to-month extension options, for a maximum potential contract term of five years and six months, at an annual amount not to exceed \$115,000 for each contract, with a maximum potential contract amount of \$632,500, with funding included in the Fiscal Year 2017-18 budgets, and future funding to be included in subsequent fiscal year budgets; authorize County Counsel to annually increase the contract amounts up to an additional 10% for unforeseen, additional work within the scope of the contract, if required; execute and renew the contracts for each additional extension options if, in the opinion of County Counsel, the contractors have successfully performed during the previous contract period and the services are still required; and execute amendments to incorporate necessary changes within the scope of work and suspend work if, in the opinion of County Counsel, it is in the best interest of the County to do so. **(County Counsel) APPROVE** (18-0369)

Attachments: [Board Letter](#)

16. Recommendation: Accept the Director of Internal Services' year-end report on the Southern California Regional Energy Network (SoCalREN) 2017 Programs and Results on the SoCalREN portfolio of energy efficiency programs; accept \$21,700,000 in funding for calendar year 2018 through the California Public Utilities Commission from Southern California Edison (Edison) and Southern California Gas (SoCal Gas) to implement, continue and/or administer the portfolio of energy efficiency programs under the SoCalREN; authorize the Director of Internal Services to execute contractual documents with contractors to implement, continue and/or administer the portfolio of energy efficiency programs under the SoCalREN, including, but not limited to, an amendment to the Budgets and Programs Agreement with Edison and SoCal Gas; and approve a Fiscal Year 2017-18 appropriation adjustment in the amount of \$10,826,000 in the Utilities Budget reflecting anticipated spending under the SoCalREN portfolio and the corresponding funding. **(Internal Services Department) APPROVE 4-VOTES** (18-0444)

Attachments: [Board Letter](#)

17. Recommendation: Approve the following Americans with Disabilities Act Shelter Improvement projects (1, 2, 4 and 5), with a total budget of \$1,310,000; authorize the Director of Internal Services to deliver the projects using a Board-approved Job Order Contract(s); and find that the proposed projects are exempt from the California Environmental Quality Act: **(Internal Services Department) APPROVE**

East Los Angeles Community Service Center, Capital Project (CP) No. 87408, in the amount of \$483,000;

Pathfinder Community Regional Park, CP No. 87409, in the amount of \$200,000;

Enterprise Park, CP No. 87410, in the amount of \$352,000; and

Loma Alta Park, CP No. 87413, in the amount of \$275,000. (18-0420)

Attachments: [Board Letter](#)

18. Recommendation: Approve the proposed Environmental Health Headquarters Parking Lot Replacement Project, Capital Project No. 87427 (1) and the project scope of work and budget of \$1,020,000; authorize the Director of Internal Services to procure the electric vehicle supply equipment using a Countywide Master Agreement and deliver the project using Board-approved Job Order Contracts; and find that the proposed project is exempt from the California Environmental Quality Act. **(Internal Services Department) APPROVE** (18-0433)

Attachments: [Board Letter](#)

Children and Families' Well-Being

19. Recommendation: Authorize the Director of Child Support Services to terminate for convenience the Service of Process contract with Action Service, at the vendor's request, dated December 10, 2017. **(Department of Child Support Services) APPROVE (18-0440)**

Attachments: [Board Letter](#)

Health and Mental Health Services

20. Report by the Interim Director of the Health Agency on the Agency's progress serving as the Capital Improvements Intermediary, as requested at the Board meeting of January 24, 2017. RECEIVE AND FILE (Continued from the meeting of 1-9-18) (17-0821)

Attachments: [Report](#)

21. Recommendation: Adopt a resolution authorizing the Acting Director of Health Services, through the Emergency Medical Services Agency, to access and receive State and local criminal history information of Ambulance Operator business license applicants and licensees for business licensing purposes. **(Department of Health Services) ADOPT (18-0451)**

Attachments: [Board Letter](#)

22. Recommendation: Authorize the Director of Mental Health to enter into interim settlements, subject to availability of funds, with legal entity contractors prior to any annual cost report reconciliation and settlement (State Reconciliation) and incorporate a provision for interim settlements in all legal entity agreements as part of the legal entity agreement boilerplate; execute new agreements with contractors for Fiscal Years (FYs) 2011-12 through 2014-15, and amendments to the agreements with contractors for FYs 2015-16, 2016-17 and 2017-18, to enter into interim settlements for services provided in those fiscal years, prior to and pending the outcome of the respective State Reconciliation process; and execute amendments to the agreements for FYs 2005-06 through 2010-11 with contractors in order to reinstate these respective agreements to revise repayment options, extend the repayment period to include in-kind services as a repayment option and extend the repayment period up to six years. **(Department of Mental Health) APPROVE (18-0468)**

Attachments: [Board Letter](#)

23. Recommendation: Authorize the Director of Mental Health to execute Supportive Employment: Individual Placement and Support (SEIPS) agreements with Alma Family Services, LA Child Guidance Clinic, San Fernando Valley Community Mental Health Clinic and Step Up On Second, for the provision of SEIPS services for Transition Age Youth, effective upon Board approval through June 30, 2018, with two one-year extension options, in a total estimated amount of \$480,000 for Fiscal Year 2017-18, fully funded by State Mental Health Services Act revenue; execute amendments to the agreements provided that the County's total payment to the provider does not exceed 10% of the total contract amount for each fiscal year, with any such increase to be used to provide additional services or to reflect program and/or Federal, State and County policy changes, provided that sufficient funds are available and the parties mutually agree to increase or reduce programs or services; and terminate the agreements, if necessary, in accordance with the agreement's termination provisions, including termination for convenience. **(Department of Mental Health)** APPROVE (18-0471)

Attachments: [Board Letter](#)

24. Recommendation: Authorize the Director of Public Health to execute a contract with AllWorld Language Consultants, Inc., selected through a competitive solicitation process for the provision of Language Services (Document Translation and Direct Interpretation) to Ryan White Program eligible persons living with HIV, effective March 1, 2018 through February 28, 2021, at an annual maximum obligation of \$240,660 for a total contract maximum obligation of \$721,980, 100% offset by Net County Cost funds; execute amendments to the contract that extend the term for up to two additional one-year and six month-to-month options through August 31, 2023, adjust the term through February 28, 2024, allow the rollover of unspent contract funds and/or provide an increase or decrease in funding up to 10% above or below each term's annual base maximum obligation, effective upon amendment execution or at the beginning of the applicable contract term and make corresponding service adjustments, as necessary; and execute change notices to the contract that authorize modifications to or within budget categories, and corresponding service adjustments, as necessary, changes to hours of operation and/or service locations and/or corrections of errors in the contract's terms and conditions. **(Department of Public Health)** APPROVE (18-0460)

Attachments: [Board Letter](#)

25. Recommendation: Authorize the Director of Public Health to execute an amendment to a contract with Project Angel Food, for the provision of additional HIV/AIDS nutrition support services, to increase the annual funding by \$630,216 from \$269,144 to \$899,360, increasing the contractual maximum obligation by \$1,260,432 for the term of March 1, 2017 through February 28, 2019, 100% funded by Ryan White Program Part A funds; and execute amendments extending the term through February 29, 2020 at the revised annual base maximum obligation, adjust the term through August 30, 2020 and/or provide an increase or decrease in funding up to 10% above or below each term's revised annual base maximum obligation, effective upon amendment execution or at the beginning of the applicable contract term and make corresponding service adjustments, as necessary. **(Department of Public Health) APPROVE (18-0457)**

Attachments: [Board Letter](#)

26. Recommendation: Adopt a resolution authorizing the Director of Public Health to submit for approval the California State Department of Health Care Services applications for Driving-Under-the-Influence (DUI) program licenses for Behavioral Health Services, Inc. and Twin Palms Recovery Center, Inc., as recommended by the Commission on Alcohol and Other Drugs and the Department of Public Health, in accordance with State regulations for DUI program licenses. **(Department of Public Health) ADOPT (18-0446)**

Attachments: [Board Letter](#)

Community Services

27. Recommendation: Award and instruct the Chair to sign a contract with Staff Today Inc. for as-needed temporary personnel services on an intermittent basis for the Department of Beaches and Harbors (4), for a three-year term, with two one-year and 12 month-to-month extension options, at an annual amount not to exceed \$167,000, and an aggregate amount not to exceed \$1,002,000 over the potential six-year term, with sufficient funding in the Department's Fiscal Year 2017-18 Final Adopted Budget; authorize the Director of Beaches and Harbors to exercise the extension options if in the opinion of the Director, Staff Today Inc. has effectively performed the services during the previous contract term and the services are still required; and authorize the Director to take the following related actions: **(Department of Beaches and Harbors) APPROVE**

Approve and execute change orders and amendments to incorporate necessary changes within the scope of work;

Assign rights or delegation of duties should the contracting entity merge, be acquired or otherwise change entities;

Suspend or terminate the contract if, in the opinion of the Director, it is in the best interest of the County to do so;

In the event the contractor resigns or is terminated for any reason, award services to the next highest-ranking proposer, provided that any reassignment does not exceed available funding; and

Increase the annual contract amount up to 10% in any year, including any renewal option period, for any additional or unforeseen services within the scope of the contract. (18-0458)

Attachments: [Board Letter](#)

28. Recommendation: Acting as lead agency, certify that the addendum to the previously adopted Negative Declarations (ND) for the Franchise Agreements for Residential Solid Waste Collection Services in the unincorporated communities of South Whittier, Avocado Heights and the Santa Monica Mountains (1, 3 and 4) have been completed in compliance with the California Environmental Quality Act and reflects the independent judgment and analysis of the County, find that the Board has reviewed and considered the information contained in the addendum to the NDs and the approved NDs prior to approving the award of Exclusive Residential Franchise Contracts for the unincorporated areas of South Whittier, Avocado Heights and the Santa Monica Mountains and certify the addendum, find that the award is within the scope of the NDs for the Franchise Agreements for Residential Solid Waste Collection Services in unincorporated communities in the County and addendum and find that the public health, safety and welfare require that the County award exclusive franchise contracts for residential solid waste handling services for the unincorporated areas of South Whittier, Avocado Heights and the Santa Monica Mountains; award exclusive franchise contracts for the areas listed below, consisting of two separate tasks: customer service (Task 1), to provide refuse, green waste and recyclables collection services to residential properties and County service (Task 2) consisting of collection of solid waste discarded in public rights of way, effective upon execution of the contract by both parties, with solid waste collection services to start on or after April 1, 2018, and terminate seven years from the date of commencement of collection services, with two two-year and six month-to-month extension options, for a potential total contract period of 11 years and six months; and take the following related actions: **(Department of Public Works) APPROVE**

Award an exclusive franchise contract for the unincorporated area of South Whittier to Ware Disposal, Inc., the initial monthly rate per customer for Task 1 will be \$24.08, which includes a 10% franchise fee, and Task 2 will be for an initial annual contract amount not to exceed \$85,480 based on Public Works' annual utilization of the County services (at an initial rate of \$35 per incident of abandoned waste collected) with a potential maximum contract amount of \$983,020, plus rate adjustments authorized by the contract;

Award an exclusive franchise contract for the unincorporated area of Avocado Heights to Athens Services, the initial monthly rate per customer for Task 1 will be \$21.20, which includes a 10% franchise fee, and Task 2 will be for an initial annual contract amount not to exceed \$74,991 based on Public Works' annual utilization of the County services (at an initial rate of \$65 per incident of abandoned waste collected) with a potential maximum contract amount of \$862,397, plus rate adjustments authorized by the contract;

Award an exclusive franchise contract for the unincorporated area of the Santa Monica Mountains to Waste Management, a wholly owned subsidiary of Waste Management, Inc., the initial monthly rate per customer for Task 1 will be \$38, which includes a 10% franchise fee, and Task 2 will be for an initial annual contract amount not to exceed \$293,330 based on Public Works' annual utilization of the County services (at an initial rate of \$150 per incident of abandoned waste collected) with a potential maximum contract amount of \$3,373,295, plus rate adjustments authorized by the contract; and

Authorize the Director of Public Works to allow the contractor to increase the customer's monthly rate for Task 1 and Task 2 subject to the terms of the contract for increased contractor expenses related to Cost of Living Adjustment, fuel costs, diversion/disposal fees and for increases by up to 10% annually for applicable changes in law, increase the contract amount for Task 1 and Task 2 by up to 10% of the annual contract amount for unforeseen, additional work within the scope of the contract, if required, execute a franchise contract with Ware Disposal, Inc. for the area of South Whittier, one franchise contract with Athens Services for the area of Avocado Heights and one franchise contract with Waste Management for the area of the Santa Monica Mountains, take all the necessary and appropriate steps to carry out these contracts, renew these contracts for each additional renewal option if, in the opinion of the Director, the contractors have successfully performed during the previous contract period, execute amendments to incorporate necessary changes within the customer services and specifications and suspend work if, in the opinion of the Director, it is in the best interest of the County to do so; and extend the existing franchise contracts by up to six months should delays occur due to unforeseen circumstances with respect to commencement of the new franchise contracts, such as the late delivery of new trucks or refuse containers. (18-0430)

Attachments: [Board Letter](#)

29. Recommendation: Award a contract for as-needed flagging services to Myers & Sons Hi-Way Safety, Inc. for a term of one year in the amount of \$1,500,000, commencing on February 23, 2018, or upon Board approval and execution by both parties, whichever occurs last, with three one-year and six month-to-month extension options for a maximum potential contract term of 54 months with a maximum potential contract amount of \$6,750,000, with funding included in the Department's Fiscal Year 2017-18 budget and funding for the remaining terms will be requested through the annual budget process; and authorize the Director of Public Works to execute the contracts, renew the contract for each additional renewal and extension option if, in the opinion of the Director, the contractor has successfully performed during the previous contract period and the services are still required, approve and execute amendments to incorporate necessary changes within the scope of work and suspend work if, in the opinion of the Director, it is in the best interest of the County to do so, and annually increase the contract amount up to an additional 10% of the annual contract amount for unforeseen, additional work within the scope of the contracts, if required, and adjust the annual contract amount for each option year over the term of the contract to allow for an annual Cost of Living Adjustment. **(Department of Public Works) APPROVE (18-0417)**

Attachments: [Board Letter](#)

30. Recommendation: Approve the Overhill Drive-La Brea Avenue to Slauson Avenue project in the unincorporated County communities of View Park and Windsor Hills (2) to carry out accelerated delivery of the project and adopt the plans and specifications for the project at an estimated construction contract amount between \$1,200,000 to \$2,000,000; authorize the Director of Public Works to advertise for bids and determine the lowest apparent responsive and responsible bidder, award and execute a construction contract with the responsible contractor with the lowest responsive bid within the estimated cost range, approve and execute change orders within the same monetary limits relative to the construction of County buildings, allow substitution of subcontractors and relief of bidders upon demonstration of the grounds respectively, accept the project upon its final completion, release retention money withheld and extend the date and time for the receipt of bids, award and execute a construction contract if the lowest responsive bid exceeds the estimated cost range by no more than 15% and if additional and appropriate funds have been identified; and find that the project is exempt from the California Environmental Quality Act. **(Department of Public Works) ADOPT (18-0434)**

Attachments: [Board Letter](#)

31. Recommendation: Approve an ordinance for introduction amending County Code, Title 15 - Vehicles and Traffic, to restrict the parking of vehicles for sale on certain streets in the unincorporated communities of East Los Angeles, Valinda, West Valinda/West Puente Valley, Florence/Firestone, Ladera Heights and Willowbrook (1 and 2); find that based on studies conducted by the Department of Public Works, the street segments have been identified as being impacted by one or more of the conditions described in Section 15.64.340, Subsection J of the County Code; and find that the proposed amendment is exempt from the California Environmental Quality Act. **(Department of Public Works)** APPROVE (Relates to Agenda No. 56) (18-0441)

Attachments: [Board Letter](#)

32. Recommendation: Adopt traffic regulation orders establishing Tow Away Zones during street sweeping, at specified times and locations, in the unincorporated communities of Rosewood/West Rancho Dominguez and Willowbrook (2); and find that this action is exempt from the California Environmental Quality Act. **(Department of Public Works)** ADOPT (18-0432)

Attachments: [Board Letter](#)

33. Recommendation: Acting as the Governing Body of the County Flood Control District, authorize the Chief Engineer to execute an amendment to the existing Power Purchase Contract between Southern California Edison and the District for the San Gabriel Dam Hydroelectric project (5), to extend the term of the contract through April 30, 2018, or until a new agreement is executed, whichever occurs first, with no Net County Cost; and find that the proposed action is exempt from the California Environmental Quality Act. **(Department of Public Works)** APPROVE (18-0472)

Attachments: [Board Letter](#)

Public Safety

34. Recommendation: Authorize the District Attorney to complete and accept grant funding from the California Department of Insurance (CDI) for the Life and Annuity Consumer Protection Program in the amount of \$145,725, which partially offsets the program cost for the period of July 1, 2017 through June 30, 2018; and adopt a resolution authorizing the District Attorney to complete and accept grant funding and, as an agent for the County, execute a grant award agreement from the CDI, including authorization to approve any extensions or amendments to the grant award that does not affect Net County Cost. **(District Attorney) ADOPT (18-0402)**

Attachments: [Board Letter](#)

35. Recommendation: Authorize the Director of Internal Services, as the County's Purchasing Agent, to issue purchase orders for retroactive payments to Hot Line Construction in the amount of \$46,120 and Stephen Doreck Equipment Inc. in the amount of \$74,772, for emergency work performed at the Sheriff's Department's Men's Central Jail and Pitchess Detention Center. **(Sheriff's Department) APPROVE (18-0448)**

Attachments: [Board Letter](#)

36. Recommendation: Approve the transfer of funds from services and supplies to reimburse the Sheriff's Special Appropriation Fund in the amount of \$10,952.58. **(Sheriff's Department) APPROVE (18-0412)**

Attachments: [Board Letter](#)

Miscellaneous

37. Los Angeles County Claims Board's recommendation: Authorize settlement of the matter entitled Frank Acosta v. County of Los Angeles, et al., United States District Court Case No. 15-CV-09857 in the amount of \$200,000 and instruct the Auditor-Controller to draw a warrant to implement this settlement from the Sheriff's Department's budget.

This lawsuit concerns allegations of civil rights violations and excessive force when Plaintiff was shot while he was a passenger in a vehicle that was fleeing from Sheriff's Deputies. (18-0422)

Attachments: [Board Letter](#)

38. Los Angeles County Claims Board's recommendation: Authorize settlement of the matter entitled Norvell Fobi v. County of Los Angeles, et al., United States District Court Case No. CV 16-09263 in the amount of \$350,000 and instruct the Auditor-Controller to draw a warrant to implement this settlement from the Sheriff's Department's budget.

This lawsuit concerns allegations of civil rights violations involving a non-fatal Deputy-involved shooting of Plaintiff as he fled during a traffic stop. (18-0415)

Attachments: [Board Letter](#)

39. Los Angeles County Claims Board's recommendation: Authorize settlement of the matter entitled A.E.R., a minor, by Stephanie Yanez, et al. v. County of Los Angeles, et al., United States District Court Case No. CV 16-04895 in the amount of \$1,000,000 and instruct the Auditor-Controller to draw a warrant to implement this settlement from the Sheriff's Department's budget.

This lawsuit seeks compensation for the minor child and parents for their decedent's alleged wrongful death and Federal civil rights violations caused by Sheriff's Deputies. (18-0413)

Attachments: [Board Letter](#)

40. Request from the City of Avalon: Submit to the voters of the City a Measure on the election to be held April 10, 2018, approved by the Board on December 12, 2017. APPROVE (18-0393)

Attachments: [Board Letter](#)

41. Request from the City of Azusa: Approve the City's request to change its General Municipal Election from the first Tuesday after the first Monday in March of odd-numbered years to the first Tuesday after the first Monday in March of even-numbered years, and consolidate these elections with the Statewide Primary Elections conducted by the County, effective March 2020. APPROVE (18-0397)

Attachments: [Board Letter](#)
[Memo](#)

42. Request from the Garvey School District: Approve the District's request to change its Governing Board Member Elections from the first Tuesday after the first Monday in November of odd-numbered years to the first Tuesday after the first Monday in March of even-numbered years, and consolidate these elections with the Statewide Primary Elections conducted by the County, effective March 2020. APPROVE (18-0399)

Attachments: [Board Letter](#)
[Memo](#)

43. Request from the Glendale Unified School District: Approve the District's request to change its Governing Board Member Elections from the first Tuesday after the first Monday in April of odd-numbered years to the first Tuesday after the first Monday in March of even-numbered years, and consolidate these elections with the Statewide Primary Elections conducted by the County, effective March 2020. APPROVE (18-0394)

Attachments: [Board Letter](#)
[Memo](#)

44. Request from the La Cañada Unified School District: Approve the District's request to change its Board of Trustee Elections from the first Tuesday after the first Monday in November of odd-numbered years to the first Tuesday after the first Monday in November of even-numbered years, and consolidate these elections with the Statewide General Elections conducted by the County, effective November 2020. APPROVE (18-0406)

Attachments: [Board Letter](#)
[Memo](#)

45. Request from the City of Norwalk: Approve the City's request to change its General Municipal Election from the first Tuesday after the first Monday in March of odd-numbered years to the first Tuesday after the first Monday in March of even-numbered years, and consolidate these elections with the Statewide Primary Elections conducted by the County, effective March 2020. APPROVE (18-0407)

Attachments: [Board Letter](#)
[Memo](#)

46. Request from the City of Palos Verdes Estates: Render specified services relating to the conduct of a Special Municipal Election to be held April 10, 2018. APPROVE AND INSTRUCT THE REGISTRAR-RECORDER/COUNTY CLERK TO COMPLY, JURISDICTION TO PAY ALL COSTS (18-0409)

Attachments: [Board Letter](#)

47. Request from the Redondo Beach Unified School District: Approve the District's request to change its Governing Board Member elections from the first Tuesday after the first Monday in March of odd-numbered years to the first Tuesday after the first Monday in November of even-numbered years, and consolidate these elections with the Statewide General Elections conducted by the County, effective November 2020. APPROVE (18-0185)

Attachments: [Board Letter](#)

48. Request from the City of San Dimas: Approve the City's request to change its General Municipal Elections from the first Tuesday after the first Monday in March of odd-numbered years to the first Tuesday after the first Monday in March of even-numbered years, and consolidate these elections with the Statewide Primary Elections conducted by the County, effective March 2020. APPROVE (18-0410)

Attachments: [Board Letter](#)
[Memo](#)

49. Request from the City of Sierra Madre: Render specified services relating to the conduct of a General and Special Municipal Election to be held April 10, 2018. APPROVE AND INSTRUCT THE REGISTRAR-RECORDER/COUNTY CLERK TO COMPLY, JURISDICTION TO PAY ALL COSTS (18-0411)

Attachments: [Board Letter](#)

50. Request from the City of Vernon: Submit to the voters of the City a measure on the General Municipal election to be held April 10, 2018, approved by the Board on December 12, 2017. APPROVE (18-0445)

Attachments: [Board Letter](#)

51. Request from the South Pasadena Unified School District: Adopt a resolution authorizing the County to levy taxes in an amount sufficient to pay the principal of and interest on the District's 2018 General Obligation Refunding Bonds (Election of 2002, Series B), in an aggregate amount not to exceed \$10,500,000; and direct the Auditor-Controller to place on its Fiscal Year 2018-19 tax roll, and all subsequent tax rolls, taxes sufficient to fulfill the requirements of the debt service schedule for the Bonds that will be provided to the Auditor-Controller by the District following the sale of the Bonds. ADOPT (18-0447)

Attachments: [Board Letter](#)

Miscellaneous Additions

52. Additions to the agenda which were posted more than 72 hours in advance of the meeting, as indicated on the supplemental agenda. (12-9995)
53. Items not on the posted agenda, to be presented and (if requested) referred to staff or placed on the agenda for action at a future meeting of the Board, or matters requiring immediate action because of an emergency situation or where the need to take immediate action came to the attention of the Board subsequent to the posting of the agenda. BOARD MEMBERS - (1) (12-9996)
54. Recommendations by individual Supervisors to establish, extend or otherwise modify cash rewards for information concerning crimes, consistent with the Los Angeles County Code. (12-9997)

IV. ORDINANCES FOR INTRODUCTION 55 - 56

- 55.** Ordinance for introduction amending County Code, Title 6 - Salaries, by adding and establishing the salary for one employee classification and one unclassified classification, changing the salary of one non-represented classification, changing the title and salary of two unclassified classifications, deleting one non-represented classification and adding and/or deleting and changing certain classifications and numbers of ordinance positions in the Departments of Auditor-Controller, Board of Supervisors, Health Services, Internal Services, Mental Health, Parks and Recreation, Public Health, Public Works, Registrar-Recorder/County Clerk, Sheriff and Workforce Development, Aging and Community Services. INTRODUCE, WAIVE READING, AND PLACE ON THE AGENDA FOR ADOPTION (Relates to Agenda No. 12) (18-0428)

Attachments: [Board Letter](#)

- 56.** Ordinance for introduction amending County Code, Title 15 - Vehicles and Traffic, Section 15.64.341, relating to the restriction of parking vehicles upon certain County streets for the primary purpose of advertising such vehicles for sale and add additional streets which shall be subject to this restriction. INTRODUCE, WAIVE READING, AND PLACE ON THE AGENDA FOR ADOPTION (Relates to Agenda No. 31) (18-0435)

Attachments: [Ordinance](#)

V. GENERAL PUBLIC COMMENT 57

- 57.** Opportunity for members of the public to address the Board on items of interest that are within the subject matter jurisdiction of the Board. (12-9998)

VI. NOTICES OF CLOSED SESSION FOR JANUARY 30, 2018

- CS-1.** CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
(Paragraph (1) of subdivision (d) of Government Code Section 54956.9)

Mark J. Saladino v. Los Angeles County, et al.

Los Angeles Superior Court Case Nos. BC 627232 and BS 162515

These cases allege wrongful termination by a former County attorney.
(15-5887)

- CS-2.** DEPARTMENT HEAD PERFORMANCE EVALUATIONS
(Government Code Section 54957)

Department Head performance evaluations. (11-1977)

- CS-3.** CONFERENCE WITH LABOR NEGOTIATORS
(Government Code Section 54957.6)

Agency designated representatives: Sachi A. Hamai, Chief Executive Officer
and designated staff

Employee Organization(s) for represented employees: The Coalition of County
Unions, AFL-CIO; Local 721, SEIU, Union of American Physicians and
Dentists; Peace Officers Counsel of California; Association of Public Defender
Investigators; Association of Deputy District Attorneys; Los Angeles County
Association of Environmental Health Specialists, Professional Peace Officers
Association; and

Unrepresented employees (all). (17-0363)

VII. ADJOURNMENTS 58

- 58.** Recommendation by individual Supervisors that the Board adjourn the meeting in memory of deceased persons and/or commemoration of ceremonial occasions. (12-9999)

VIII. ITEMS CONTINUED FROM PREVIOUS MEETINGS FOR FURTHER DISCUSSION AND ACTION BY THE BOARD

- A-1.** Continue local emergencies as a result of the following: (a) Discovery of an infestation of fruit flies, as proclaimed on May 10, 1990; (b) Conditions of disaster arose as a result of the discovery of a leak at the natural gas storage wells at the Aliso Canyon storage field affecting the City and County of Los Angeles, as proclaimed on December 10, 2015 and ratified by the Board on December 15, 2015; and (c) Conditions of disaster and extreme peril to the safety of persons and property arose as a result of the La Tuna Fire that started September 1, 2017 and affected the cities of Los Angeles, Burbank and Glendale, as proclaimed on September 3, 2017 and ratified by the Board on September 5, 2017; (d) Conditions of disaster and extreme peril to the safety of persons and property arose as a result of the Rye Fire that started December 5, 2017 and affected the Santa Clarita Valley, as proclaimed and ratified by the Board on December 5, 2017; (e) Conditions of disaster and extreme peril to the safety of persons and property arose as a result of the Creek Fire that started December 5, 2017 and affected the Kagel Canyon and the City of Los Angeles, as proclaimed and ratified by the Board on December 5, 2017; and (f) Conditions of disaster and extreme peril to the safety of persons and property arose as a result of the Skirball Fire that affected the City of Los Angeles, as proclaimed on December 6, 2017 and ratified by the Board on December 12, 2017. (A-1)
- A-2.** CONFERENCE REGARDING POTENTIAL THREATS TO PUBLIC SERVICES OR FACILITIES
(Government Code Section 54957)
- Briefing by Sheriff Jim McDonnell or his designee and related emergency services representatives. (A-2)
- A-3.** Discussion on the impact of rain storms, flooding, high-surf and swells, and any other weather-related or natural disaster event in Los Angeles County associated with El Niño, to include the County's preparedness and ability to coordinate response and recovery activities, as requested by Supervisor Ridley-Thomas at the meeting of January 12, 2016. (A-10)
- A-4.** Discussion and consideration of necessary actions relating to the County's homeless crisis, as requested at the Board meeting of May 17, 2016. (A-11)

- A-5.** Discussion and consideration of necessary actions on the progress of issues related to Exide, as requested at the Board meeting of June 8, 2016. (A-12)
- A-6.** Discussion on the status of the Federal and/or State Budgets, Federal and/or State legislative matters and Executive Orders, and their impact on Los Angeles County, as requested by Supervisor Ridley-Thomas at the meeting of January 17, 2017. (A-13)
- A-7.** Discussion and consideration of necessary actions on issues or action taken by the Federal government relating to immigration policies, as requested by Supervisors Barger and Solis at the meeting of January 17, 2017 and revised by Supervisors Solis and Hahn on September 12, 2017. (A-14)
- A-8.** Discussion and consideration of necessary actions on issues related to the repeal of the Affordable Care Act, health reform and its impact on Los Angeles County, as requested by Supervisor Ridley-Thomas at the Board meeting of February 21, 2017. (A-15)
- A-9.** Discussion and consideration of necessary actions on issues related to the implementation of Measure H, as requested by Supervisors Ridley-Thomas and Hahn at the Board meeting of March 14, 2017. (A-16)
- A-10.** Report by the Director of Beaches and Harbors on the status of emergency work related to the deteriorated elevated concrete access ramp at Nicholas Canyon Beach, as requested by Supervisor Kuehl at the Board meeting of September 12, 2017. (A-17)

IX. REPORT OF CLOSED SESSION FOR JANUARY 23, 2018**(CS-1) DEPARTMENT HEAD PERFORMANCE EVALUATIONS**
(Government Code Section 54957)

Department Head performance evaluations.

No reportable action was taken. (11-1977)

(CS-2) CONFERENCE WITH LABOR NEGOTIATORS
(Government Code Section 54957.6)

Agency designated representatives: Sachi A. Hamai, Chief Executive Officer and designated staff

Employee Organization(s) for represented employees: The Coalition of County Unions, AFL-CIO; Local 721, SEIU, Union of American Physicians and Dentists; Peace Officers Counsel of California; Association of Public Defender Investigators; Association of Deputy District Attorneys; Los Angeles County Association of Environmental Health Specialists, Professional Peace Officers Association; and

Unrepresented employees (all).

No reportable action was taken. (17-0363)

E N D

PUBLIC INPUT AT BOARD OF SUPERVISORS MEETINGS

The meetings of the Board of Supervisors are open to the public. A request to address the Board must be submitted in person to the Executive Officer of the Board prior to the item being called. The Board may limit the public input on any item(s), based on the number of people requesting to speak and the business of the Board at the discretion of the Chair. Operating within existing Board Rules, time for public input will be allocated as follows:

Time for speaking*: Comments are limited to a total of six (6) minutes per speaker, per meeting, which can be allocated among the following:

1. **Items Not Held by a Board Member**: A speaker shall have no more than *one* opportunity, up to a maximum of three (3) minutes, to address the Board concerning all items that have not been held by a Board Member.
2. **Items Held by a Board Member**: Agenda items that are held by a Board Member for discussion shall be considered separately. A speaker may have a maximum of two (2) minutes on each item that has been held by a Board Member.
3. **General Public Comment**: A speaker may have a maximum of two (2) minutes to address the Board on Public Comment.

NOTE: Time allotted must be in one minute increments* and a speaker's total time for the above is not to exceed the six (6) minute maximum.

Policy Matters and Public Hearings: Additional time will be allocated for Policy Matters and Public Hearings, which do not count towards a speaker's six (6) minute maximum. The allotted time to comment on Policy Matters and Public Hearings will be announced by the Chair of the Board.

*all times may be increased or decreased at the discretion of the Chair.

If you have any questions or need assistance, please see Executive Office staff or call (213) 974-1411.

CONDUCT IN THE BOARD ROOM

Members of the Public: If you witness conduct or behavior by other members of the public that disrupts your ability to remain engaged or participate in this meeting, please notify the Sergeant-at-Arms or other County staff.

Miembros del Público: Si usted presencia una conducta o comportamiento de parte de otros miembros del público que interrumpa su capacidad para seguir participando o participar en esta reunión, por favor notifique al sargento quien mantiene el orden u otro personal del Condado.

- Speakers must cease speaking immediately when their time has ended;
- Public comment on agenda items must relate to the subject matter of that item;
- General public comment is limited to subjects within the jurisdiction of the Board;
- Public comment does not include the right to engage in a dialogue with Board members or staff;
- Please remain respectful of the forum and refrain from uttering, writing, or displaying profane, personal, threatening, or other abusive statements toward the Board, any member thereof, staff or other persons;
- Members of the audience should be respectful of the views expressed by speakers, staff and Board members, and may not clap, cheer, whistle or otherwise interfere with the orderly conduct of the meeting; and
- A person engaging in conduct that disrupts the meeting is subject to being removed from the Board meeting.

AGENDA

In accordance with the Brown Act, all matters to be acted on by the Board must be posted at least 72 hours prior to the Board meeting. In cases of an emergency, or when a subject matter needs immediate action or comes to the attention of the Board subsequent to the agenda being posted, upon making certain findings, the Board may act on an item that was not on the posted agenda.

The majority of the Board's Tuesday agenda is a consent calendar. All matters included on the consent calendar (including Board of Supervisors items and Administrative Matters) may be approved by one motion unless held by a Board Member for discussion. Following the Invocation and Pledge of Allegiance, the Executive Officer will indicate which items have been requested to be held for discussion or continued to a future meeting, and the remaining items will be approved. Items which are set for a time certain may or may not be called up at exactly the time indicated, depending on the business of the Board. The items that are held for discussion may be taken up at any time, depending on the business of the Board. Each item includes a brief summary of the Board member's motion or department's recommended action, and in some instances, a corresponding recommendation from the Chief Executive Officer, indicated in capital letters.

Included at the end of each agenda are items which have been continued from previous meetings for further discussion and action by the Board. This portion of the agenda is commonly referred to as the "A-item Agenda". At the request of a Supervisor, the A-items may be called up for consideration at any time.

INFORMATION RELATING TO AGENDAS AND BOARD ACTIONS

Agendas for the Board meetings are available on Thursday mornings in the Executive Office and on the Internet. A supplemental agenda that includes corrections, additions or deletions to the agenda is available on Friday afternoons. Internet users may subscribe to and access the agenda on the Los Angeles County homepage at <http://lacounty.gov> under the "Board of Supervisors", and clicking on the the "Board of Supervisors Meeting Agendas" link.

Meetings of the Board of Supervisors are recorded on DVD and are available for a nominal charge. A recorded phone message is available immediately following the Board meeting, regarding which items were approved on consent by the Board. A recording of the Board meeting (in Spanish and English) is available within 24-48 hours of a Board meeting at <http://bosvideoap.co.la.ca.us/mgasp/lacounty/homepage.asp> and transcripts are available at <http://file.lacounty.gov/bos/transcripts/>.

After each Board meeting, a Statement of Proceedings is prepared, which indicates the actions taken by the Board including the votes, and is available within 10 days following the meeting. Internet users may access the Statement of Proceedings and supporting documents on the Los Angeles County homepage at <http://www.lacounty.gov/wps/portal/sop>

HELPFUL INFORMATION

General Information.....(213) 974-1411	Transcripts/DVDs of meetings...(213) 974-1424
Copies of Agendas(213) 974-1442	Statement of Proceedings.....(213) 974-1424
Copies of Rules of the Board(213) 974-1424	
Board Meeting Live.....(877) 873-8017	<i>Access Code: 111111# (English) 222222# (Spanish)</i>
Recorded message of Board actions for consent items	(213) 974-7207

LOBBYIST REGISTRATION

Any person who seeks support or endorsement from the Board of Supervisors on any official action may be subject to the provisions of Los Angeles County Code, Chapter 2.160, relating to lobbyists. Violation of the lobbyist ordinance may result in a fine and other penalties. FOR INFORMATION, CALL (213) 974-1093.

ALTERNATE LOCATION TO ADDRESS THE BOARD

Any person interested in viewing or addressing the Board during a regular meeting or hearing may do so at the Lancaster Library located at 601 West Lancaster Boulevard, Lancaster, CA 93534. However, documentation to the Board for consideration shall be submitted to the Executive Office of the Board, Room 383, Kenneth Hahn Hall of Administration, no later than 5:00 p.m. the day before the scheduled meeting or hearing. Any documentation submitted at the Lancaster site shall become part of the official record for the matter, but will not be disseminated to the Board prior to the Board's action on such matter. NOTE: This alternate location is being offered as a courtesy, and may not be available if technology fails or if the facility is not available, such as closed due to inclement weather.