



Attachment 2d  
**COUNTY ADMINISTRATIVE OFFICE  
MANAGEMENT & BUDGET TEAM  
COUNTY OF HUMBOLDT**

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INTEROFFICE MEMORANDUM

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**TO:** BOARD OF SUPERVISORS  
**FROM:** PHILLIP SMITH-HANES, COUNTY ADMINISTRATIVE OFFICER *PH*  
**SUBJECT:** RESPONSE TO 2010-11 GRAND JURY REPORT 2011-JAILS-01  
**DATE:** 9/28/2011

The 2010-11 Grand Jury has issued report 2011-JAILS-01 and the Board of Supervisors is required to respond to recommendations A through E of this report. I recommend that the Board respond as follows:

Recommendation A: *The ventilation system should be improved.*

**This recommendation has been implemented.**

On October 9, 2009, the Board authorized a project award to O&M Industries for Mental Health Branch Heating, Ventilation and Air Conditioning. The project scope was later expanded to include ventilation upgrades in the Coroner's Office. The project was completed in July 2010, but some issues with ventilation persist. The County is continuing to work with the contractor to make improvements to the ventilation system to improve air quality.

Recommendation B: *A sprinkler system should be installed.*

**This recommendation will be implemented, but a time frame for doing so cannot currently be established.**

Although the Board of Supervisors agrees that installation of a sprinkler system would improve safety within the Coroner's Office, such improvements will not be made until financial resources are available. Also, the County is not out of compliance with regards to installation of a sprinkler system.

Recommendation C: *The loading entrance should be redesigned.*

**The recommendation is currently being implemented.**

Facilities Management staff of the Public Works Departments, working with Risk Management, has secured design of an appropriate ramp and is bringing an item to the Board in October 2011 to put the project out to bid. Expected completion date of the project is February 2012.

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Recommendation D: *The DOJ regulations (DJ 2304-11-275) and the ADA requirement met.*

This recommendation will be implemented, but a time frame for doing so cannot currently be established.

The County's agreement with the Department of Justice covers a number of facilities. The County will make repairs to all these facilities as funding becomes available.

Recommendation E: *Estate sales held at another location.*

This recommendation will be further evaluated, and may or may not be implemented depending on staffing availability.

The Board commits to work with the Coroner's Office to identify viable locations for off-site sales. However, the Coroner's Office has indicated that there may be issues related to personnel availability when having estate sales off-site.