

Board Members

Joe Neves, District 1
Richard Valle, District 2
Doug Verboon, District 3 - Chairman
Rusty Robinson, District 4 – Vice-Chairman
Robert Thayer, District 5



Staff

Kyria Martinez, County Administrative Officer
Laurie Avedisian-Favini, County Counsel
Catherine Venturella, Clerk of the Board

Board of Supervisors

Regular Meeting Agenda

Date: Tuesday, July 29, 2025
Time: 9:00 a.m.
Place: BOARD of SUPERVISORS CHAMBERS, Kings County Government Center
1400 W. Lacey Boulevard, Hanford, California 93230

☎ (559) 852-2362 ❖ bosquestions@co.kings.ca.us ❖ www.countyofkingsca.gov

The meeting can be attended on the Internet by clicking the Microsoft Teams hyper link below:

[Join the meeting now](#)

or by sending an email to bosquestions@co.kings.ca.us on the morning of the meeting for an automated email response with the Microsoft Teams meeting link information. Members of the public attending via Microsoft Teams will have the opportunity to provide public comments during the meeting. If the Microsoft Teams connection malfunctions or becomes unavailable for any reason, the Board of Supervisors reserves the right to conduct the meeting without remote access. *Microsoft Teams will be available for access and the Board Chambers will be open at 8:50 a.m.*

Members of the public who wish to view/observe the meeting virtually can do so on the internet at: www.countyofkingsca.gov and click on the “Join Meeting” button or by clicking this link:

<https://youtube.com/live/PqFl33jjEsg?feature=share>

****Members of the public viewing the meeting through YouTube will not have the ability to provide public comment.**

Members of the public may submit written comments on any matter within the Board’s subject matter jurisdiction, regardless of whether it is on the agenda for the Board’s consideration or action, and those comments may become part of the administrative record of the meeting. Comments will not be read into the record, only the names of those who have submitted comments will be read. Written comments should be directed to bosquestions@co.kings.ca.us email by 8:00 a.m. on the morning of the noticed meeting to be included in the record. Those comments received after 8:00 a.m. may become part of the record of the next meeting. E-mail is not monitored during the meeting. To submit comments by U.S. Mail, send to: Kings County Board of Supervisors, Attn: Clerk of the Board of Supervisors, County of Kings, 1400 W. Lacey Blvd., Hanford, CA 93230.

- I. 9:00 AM **CALL TO ORDER**
ROLL CALL – Clerk of the Board
INVOCATION – Pastor Tim Dinkins – Grace Bible Church
PLEDGE OF ALLEGIANCE



II. UNSCHEDULED APPEARANCES

This is an opportunity for members of the public to address the Board on items of interest within the Board's jurisdiction and which are not already on the agenda. The Board will not answer questions impromptu, and concerns or complaints will be referred to appropriate staff. For items which are on the agenda, members of the public will be provided with an opportunity to address the Board as each item is brought up for discussion. Speakers should limit their comments to not more than two (2) minutes.

III. APPROVAL OF MINUTES

- A. Report out of Closed Session from the regular meeting for July 22, 2025.
- B. Approval of the minutes from the regular meeting for July 22, 2025.

IV. CONSENT CALENDAR

All items listed under the consent calendar are considered routine and will be enacted by one motion. If a Board member has questions, requests additional information, or wishes to comment on an item, the vote should not be taken until after questions have been addressed or comments made, and the public has had an opportunity to comment on the Consent Calendar items.

A. District Attorney's Office:

- 1. Consider authorizing the District Attorney to act as the Authorized Agent to submit a grant application with the California Office of Emergency Services for the Victim Witness Assistance Grant Program for the performance period of October 1, 2024 through September 30, 2025.

B. Probation Department:

- 1. Consider approving the Second Amendment with the Superior Court of California for pretrial services retroactively effective from July 1, 2024 through June 30, 2025.

C. Public Health Department:

- 1. Consider approving the Memorandum of Understanding with Kings United Way to implement the Smart Referral Network in Kings County.

D. Administration:

- 1. Consider rejecting the Claim for Damages filed by Kimberly Jacuinde.

V. REGULAR CALENDAR

A. Administration – Kyria Martinez

- 1. Consider confirming the appointment of Tanya Russell to the position of Library Director effective July 21, 2025 and set the compensation.

VI. BOARD MEMBER ANNOUNCEMENTS OR REPORTS

On their own initiative, Board Members may make a brief announcement or a brief report on their own activities. They may ask questions for clarification, make a referral to staff or request staff place a matter of business on a future agenda (Govt. Code Section 54954.2a).

- ◆ Staff Updates and/or Reports
- ◆ Board Correspondence
- ◆ Upcoming Events
- ◆ Information on Future Agenda Items



VII. CLOSED SESSION

- ◆ **Government Code section 54956.9(d)(1)**
CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
 Name of Case: Prefab Innovations, Inc. v. Cornerstone Community Alcohol & Other Drug Recovery Systems, Inc. Case No. 24U0524
- ◆ **Government Code section 54956.9(d)(1)**
CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
 Name of Case: Alexandria Smith v. County of Kings, et al., Kings County Superior Court Case No. 23C-0037
- ◆ **Government Code section 54957.6**
CONFERENCE WITH LABOR NEGOTIATORS:
 Agency designated representatives:
 Kyria Martinez
 Carolyn Leist
 Che Johnson of Liebert Cassidy Whitmore
 Employee Organizations:
 - General Unit - CLOCEA
 - Supervisor’s Unit - CLOCEA
 - Blue Collar - SEIU
 - Detention Deputy’s Association
 - Firefighter’s Association
 - Deputy Sheriff’s Association
 - Probation Officer’s Association
 - Prosecutor’s Association
 - Unrepresented Management

VIII. ADJOURNMENT

The next regularly scheduled meeting will be held on Tuesday, August 5, 2025, at 9:00 a.m.

FUTURE MEETINGS AND EVENTS

August 5	9:00 AM	Regular Meeting
August 12	9:00 AM	Regular Meeting
August 19	9:00 AM	Regular Meeting
August 19	1:00 PM	Board of Equalization Meeting
August 26	9:00 AM	Regular Meeting

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Board of Supervisors office at (559) 852-2362 by 9:00 a.m. on the Monday prior to this meeting.

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<https://www.countyofkingsca.gov/departments/board-of-supervisors/calendar-agenda-and-action-summary>

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Staff

Kyria Martinez, County Administrative Officer
Laurie Avedisian-Favini, County Counsel
Catherine Venturella, Clerk of the Board

Board of Supervisors

Regular Meeting Action Summary

Date: Tuesday, July 22, 2025
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- I. 9:00 AM **CALL TO ORDER**
ROLL CALL – Clerk of the Board
INVOCATION – Pastor Tyler Jones - Koinonia Church
PLEDGE OF ALLEGIANCE
ALL MEMBERS PRESENT



II. UNSCHEDULED APPEARANCES

This is an opportunity for members of the public to address the Board on items of interest within the Board's jurisdiction, and which are not already on the agenda. The Board will not answer questions impromptu, and concerns or complaints will be referred to appropriate staff. For items which are on the agenda, members of the public will be provided with an opportunity to address the Board as each item is brought up for discussion. Speakers should limit their comments to not more than two (2) minutes.

Catherine Venturella, Clerk of the Board stated that the Board received correspondence from Bobbie Wartson, Executive Director of the Kings County Commission on Aging and it will become part of the permanent record.

Miguel Alatorre Jr., Kettleman City resident and member of the Unidos Network stated that he is here today to thank the Board for their decision to move forward with the curbs, gutters and sidewalks project for their community. Chairman Verboon let Mr. Alatorre know that the Kettleman City Community will also be receiving Fiber Internet Services by 2026, and the Board is hoping to incorporate this with the sidewalk projects.

Aubrey Tone, Lead for External Affairs with AT&T, stated that she is here today to ask the Board to remove their opposition of SB470 and she provided an update on the most current information on the bill.

III. APPROVAL OF MINUTES

A. Report out of Closed Session from the regular meeting for July 1, 2025.

REPORT OUT: MARY LERNER, COUNTY COUNSEL STATED THAT THE BOARD TOOK NO REPORTABLE ACTION IN CLOSED SESSION FROM THE JULY 1, 2025, MEETING.

B. Approval of the minutes from the regular meeting for July 1, 2025.

ACTION: APPROVED AS PRESENTED (RR, JN, RV, RT, DV - Aye)

IV. CONSENT CALENDAR

All items listed under the consent calendar are considered routine and will be enacted by one motion. If a Board member has questions, requests additional information, or wishes to comment on an item, the vote should not be taken until after questions have been addressed or comments made, and the public has had an opportunity to comment on the Consent Calendar items.

A. Agricultural Department:

1. Consider approving the Agreement with the California Department of Food and Agriculture for the County's Exotic Pest Detection Program retroactively effective from July 1, 2025 through June 30, 2026. **[AGMT 25-122]**
2. Consider approving the Agreement with the California Department of Food and Agriculture for the County's Fruit and Vegetable Inspection Program retroactively effective from July 1, 2025 through June 30, 2026. **[AGMT 25-123]**
3. Consider approving the Agreement with the California Department of Food and Agriculture for the County's Organic Inspection Program retroactively effective from July 1, 2025 through June 30, 2026. **[AGMT 25-124]**
4. Consider approving the Agreement with the California Department of Food and Agriculture for the County's European Grapevine Moth Detection Program retroactively effective from July 1, 2025 through June 30, 2026. **[AGMT 25-125]**



B. Fire Department:

1. Consider approving the Memorandum of Understanding with Fresno County for the Department of Water Resources Delta Flood Emergency Response Grant. **[AGMT 25-126]**

C. Public Health Department:

1. Consider approving the Agreement with Kaiser Foundation Health Plan, Inc. to receive data to identify priority needs and health disparities in the county effective July 22, 2025 through July 21, 2026. **[AGMT 25-127]**
2. Consider approving the Fifth Amendment with the County of Fresno for Local Emergency Medical Services Authority administration retroactively effective from July 1, 2025, and shall remain in effect until terminated by either party upon ninety days prior written notice to the other party. **[AGMT 90-054.5]**

D. Public Works Department:

1. a. Consider approving the Construction Contract Change Order Number 8 with Ardent General, Inc. for the Kings County Fire Department, Fire Station Number 5 – Partial Remodel project;
b. Authorize the Director of Public Works to sign Change Order Number 8.
2. Consider approving the Agreement with Salem Engineering Group to provide construction inspections and material testing services for the Avenal Cutoff Roadway Improvements Phase II. **[AGMT 25-128]**
3. a. Consider adopting a Resolution for the intent to form a Zone of Benefit in Service Area Number 4 for Phase 1 and 2 of the Armona North Subdivision for infrastructure maintenance;
b. Set a Public Hearing for August 19, 2025 at 10:00 a.m. to hear testimony regarding the formation of Zone of Benefit Number 1-2;
c. Introduce and waive the first reading of the Ordinance to impose a parcel tax for road improvement and maintenance within Zone of Benefit Number 1-2. **[RESO 25-055]**

E. Sheriff's Office:

1. Consider approving the Agreement with Reef-Sunset Unified School District for School Resource Deputy Services at Avenal High School retroactively effective from July 1, 2025 through June 30, 2026. **[AGMT 25-129]**

F. Administration:

1. Consider appointing one new member to the Child Abuse Prevention Coordinating Council.
2. a. Consider approving the interlocal Agreement with the City of Hanford to allow the Hanford Police Department to accept funding under the Justice Assistance Grant Program effective upon approval through September 30, 2025;
b. Authorize the County Administrative Officer to sign the interlocal Agreement with the City of Hanford to allow the Hanford Police Department to accept funding under the Justice Assistance Grant Program. **[AGMT 25-130]**

Public: None

ACTION: APPROVED AS PRESENTED (JN, RR, RV, RT, DV - Aye)



V.

REGULAR CALENDAR

A. Administration – Kyria Martinez

Chemical Waste Management – Bob Henry

1. Consider accepting the quarterly report from Chemical Waste Management.

Public: None

ACTION: APPROVED AS PRESENTED (JN, RT, RV, RR, DV - Aye)

B. Community Development Agency – Chuck Kinney/Yesenia Kharufeh

1.
 - a. Consider finding that Development Code Text Change No. 668.19 is exempt from California Environmental Quality Act review pursuant to California Environmental Quality Act Guidelines Section 15061 and that Section 15300.2 does not apply;
 - b. Find that Development Code Text Change No. 668.19 is consistent with the policies 2035 Kings County General Plan;
 - c. Waive the second reading and adopt Ordinance No. 668-1-25 approving Development Code Text Change No. 668.19. **[ORD 668-1-25]**

Public: None

ACTION: APPROVED AS PRESENTED (RR, JN, RV, RT, DV - Aye)

C. Fire Department – John Chamberlin/Matt San Filippo

1.
 - a. Consider adopting the Resolution to ratify the financial transaction with Dennis Costin for the Foundation of Leadership seminar retroactively effective from March 13, 2025 through March 14, 2025 and April 1, 2025; **[RESO 25-049]**
 - b. Adopt the Resolution to ratify the financial transaction with Lionel Crowther for the Foundation of Leadership seminar retroactively effective from March 13, 2025 through March 14, 2025 and April 1, 2025; **[RESO 25-050]**
 - c. Adopt the Resolution to ratify the financial transaction with Behind the Shield, LLC for the Foundation of Leadership seminar retroactively effective from March 13, 2025 through March 14, 2025 and April 1, 2025; **[RESO 25-051]**
 - d. Adopt the Resolution to ratify the financial transaction with Charles Ruddell for the Foundation of Leadership seminar retroactively effective from March 13, 2025 through March 14, 2025 and April 1, 2025; **[RESO 25-052]**
 - e. Adopt the Resolution to ratify the financial transaction with Peter Van Drope for the Foundation of Leadership seminar retroactively effective from March 13, 2025 through March 14, 2025 and April 1, 2025. **[RESO 25-053]**

Public: None

ACTION: APPROVED AS PRESENTED (JN, RR, RV, RT, DV - Aye)

D. Information Technology – John Devlin/Dave Shubert

1. Consider approving the Maintenance Agreement with Megabyte Systems, Inc. for the County's Property Assessment and Tax System retroactively effective from July 1, 2025 through June 30, 2028. **[AGMT 25-131]**

Public: None

ACTION: APPROVED AS PRESENTED (JN, RT, RV, RR, DV - Aye)

2.
 - a. Consider approving the Agreement with Karpel Solutions for the maintenance services for Prosecutor by Karpel retroactively effective from July 1, 2025, to June 30, 2026;
 - b. Authorize the Purchasing Manager to sign the purchase order. **[AGMT 25-132]**

Public: None

ACTION: APPROVED AS PRESENTED (JN, RT, RV, RR, DV - Aye)



E. Probation Department – Leonard Bakker

1. Consider adopting a Resolution designating July 20-26, 2025, as Probation Services Week.
[RESO 25-054]

Public: None

ACTION: APPROVED AS PRESENTED (JN, RT, RV, RR, DV - Aye)

VI. 10:00 AM PUBLIC HEARING

A. Administration – Kyria Martinez/Gisselle Coyt

1. a. Conduct a Public Hearing to consider the qualifications of Chief Engineer, Mitchel Cabrera, to serve as the County Road Commissioner;
- b. Appoint Chief Engineer, Mitchel Cabrera, as the County Road Commissioner.

SUPERVISOR VERBOON OPENED THE PUBLIC HEARING, NO TESTIMONY WAS RECEIVED AND THE PUBLIC HEARING WAS CLOSED.

ACTION: APPROVED AS PRESENTED (JN, RR, RV, RT, DV - Aye)

REGULAR CALENDAR CONTINUED

F. Human Resources – Carolyn Leist

1. Consider approving the revised job specification for Chief Engineer which includes the salary adjustment to Range ~~299.5 300.5~~ (\$~~11,840-\$14,447~~ **\$11,958-\$14,594** monthly) effective July 21, 2025 (Pay Period 16-2025).

Public: None

ACTION: APPROVED AS AMENDED (RR, RT, JN, RV, DV - Aye)

VII. 10:00 AM PUBLIC HEARING

B. Community Development Agency – Chuck Kinney/Noelle Tomlinson

1. a. Conduct a Public Hearing on the partial rescission of two Williamson Act Land Conservation contracts and simultaneously entering into a new Williamson Act Land Conservation contract in relation to In Lieu Parcel Map Number 25-03;
- b. Find that the partial rescission of two Williamson Act Land Conservation contracts and simultaneously entering into a new Williamson Act Land Conservation contract is categorically exempt from environmental review pursuant to the California Environmental Quality Act Guidelines Section 15317, and none of the circumstances in Section 15300.2 apply;
- c. Adopt a Resolution to partially rescind Williamson Act Land Conservation Contract Number 117 and Number 1295 and simultaneously enter into a new Land Conservation Williamson Act Contract Number 2102. **[RESO 25-056]**

SUPERVISOR VERBOON OPENED THE PUBLIC HEARING, NO TESTIMONY WAS RECEIVED AND THE PUBLIC HEARING WAS CLOSED.

ACTION: APPROVED AS PRESENTED (JN, RT, RV, RR, DV - Aye)



VIII. 10:00 AM PUBLIC HEARING

C. Community Development Agency – Chuck Kinney/Yesenia Kharufeh

1. a. Conduct a Public Hearing to present the final performance report for the 2022 CDBG (22-CDBG-NH-00053) project for the curb, gutter and sidewalk improvements in Kettleman City;
- b. Authorize the Community Development Agency Director to sign and submit the documents required to close out the grant to the Department of Housing and Community Development.

SUPERVISOR VERBOON OPENED THE PUBLIC HEARING, NO TESTIMONY WAS RECEIVED AND THE PUBLIC HEARING WAS CLOSED.

ACTION: APPROVED AS AMENDED (JN, RT, RV, RR, DV - Aye)

IX. BOARD MEMBER ANNOUNCEMENTS OR REPORTS

On their own initiative, Board Members may make a brief announcement or a brief report on their own activities. They may ask questions for clarification, make a referral to staff or request staff place a matter of business on a future agenda (Govt. Code Section 54954.2a).

Supervisor Neves stated he finished up the Babe Ruth Baseball Tournament, wrapped up the fireworks sales with the Lemoore Senior Citizens and announced at the Lemoore Little League Tournament. He attended the Fire Department/Office of Emergency Services Training, the Calviva Finance and Health Authority, the South Fork Kings Groundwater Sustainability Agency Meeting and the Kings County Homelessness Meeting.

Supervisor Thayer stated he virtually attended the California State Association of Counties State Budget Overview meeting, he attended the Trial for Levi Anderson, attended the San Joaquin Jobs Initiative (S2J2) meeting, attended the Kings/Tulare Area Agency on Aging meeting in Avenal, and the Kings Community Action Organization Board meeting. He stated that he spent the Fourth of July with friends and family and graduated from the CSAC New Supervisors Institute in Sacramento and attended the Board of Equalization meeting.

Supervisor Valle stated he attended the 2nd Annual skateboarding event in Corcoran hosted by his son, Richard Valle III who is a professional skateboarder. He had a big birthday celebration this past Sunday at Lake Bottom Brewery, which was well attended.

Supervisor Robinson wished Supervisor Valle a Happy Birthday today. He stated he was a Moderator for the Armona Community Services District meeting; he just returned from a great vacation with his family and lastly, he attended the Board of Equalization meeting.

Supervisor Verboon stated he attended the Women Infant & Children's (WIC) 50th Anniversary Event, and the Griswold, LaSalle, Cobb, Dowd & Gin LLP 80th Anniversary Event. He stated that he attended the National Association of Counties (NACo) Annual Conference in Pennsylvania where language he provided for a Bill will be presented to the Senate. He stated that he received a call from Congressman Fong letting him know that the \$3 million dollar in funds for the new Fire Headquarters and OES building are currently going through the stages of approval. He also stated he met with the General Consulate of Japan this past week.



- ◆ Staff Updates and/or Reports: **Kyria Martinez announced that this was Michael Powers, Assistant County Administrative Officers first official Board meeting since taking on the new role.**
- ◆ Board Correspondence: **Kyria Martinez stated that on July 2, 2025, the Board received the June 2025 Kings County Investment Pool Transaction Activity Report from the Director of Finance. The Board also received Proposition 65 Hazardous Material Release Report regarding an incident that occurred in Kettleman City, a notice of intent to adopt an Amended Groundwater Sustainability Plan for the Tule Subbasin under the Sustainable Groundwater Management Act, and a letter from the Kings County Commission on Aging thanking Jim Henderson, Public Works Director and his staff for their support during the recent Elder Abuse Events.**
- ◆ Upcoming Events: **Kyria Martinez stated the Kings County Library will wrap up its 2025 Summer Reading Program this week with Winston the Magician. The event will take place today, Tuesday, July 22, 2025, at the Kettleman City branch, the event will continue tomorrow July 23, 2025, at the Lemoore and Stratford Branches and will end on Thursday, July 24, 2025, at the Hanford and Armona Branches. Kings County Behavioral Health will host its Veteran's Support Group tonight, Tuesday, July 22, 2025, from 5:30 p.m. – 7:30 p.m. at the Veteran's Memorial Hall in Hanford. Kings County Child Support Services will host its 2nd Annual Summer Kids Day on Thursday, August 7, 2025, from 4:00 p.m. - 7:00 p.m. at their office located in the FAST Plaza in Hanford.**
- ◆ Information on Future Agenda Items: **Kyria Martinez stated the following items are for the July 29, 2025, meeting: Administration – Claim for Damages; Behavioral Health – Advance Step Hire for Quality Assurance Manager; Community Development Agency – Establishment of the Kings County General Plan Advisory Committee; District Attorney – Continued participation in the Victim Witness Assistance Grant Program; Fire – Donation of Engine 24 to the College of the Sequoias Fire Academy; Public Health – Memorandum of Understanding with Kings United Way for Smart Referral Network Implementation; Probation – Second Amendment to Agreement with the Kings County Superior Court for Pretrial Services Funding Senate Bill 129.**

X.

CLOSED SESSION

- ◆ **Government Code section 54956.9**
CONFERENCE WITH LEGAL COUNSEL
ANTICIPATED LITIGATION
Significant Exposure to Litigation Pursuant to paragraph (2) of subdivision (d) of section 54956.9 of the Government Code: Three Cases
- ◆ **Government Code section 54956.9(d)(1)**
CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Name of Case: Prefab Innovations, Inc. v. Cornerstone Community Alcohol & Other Drug Recovery Systems, Inc.
- ◆ **Government Code section 54957**
PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT
Title: Sheriff
- ◆ **Government Code section 54957**
PUBLIC EMPLOYEE EVALUATION
Title: County Administrative Officer



- ◆ **Government Code section 54957.6**
CONFERENCE WITH LABOR NEGOTIATORS:
Agency designated representatives:
 Kyria Martinez
 Carolyn Leist
 Che Johnson of Liebert Cassidy Whitmore
Employee Organizations:
 - General Unit - CLOCEA
 - Supervisor’s Unit - CLOCEA
 - Blue Collar - SEIU
 - Detention Deputy’s Association
 - Firefighter’s Association
 - Deputy Sheriff’s Association
 - Probation Officer’s Association
 - Prosecutor’s Association
 - Unrepresented Management

Public: None

REPORT OUT: Mary Lerner, County Counsel stated that the Board took no reportable action in closed session today.

XI. ADJOURNMENT

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FUTURE MEETINGS AND EVENTS

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KINGS COUNTY COMMISSION ON AGING COUNCIL

An Independent Non-Profit Corporation 501 (c) (3)

10953 14th Avenue PO Box 598

Armona, CA 93202

Lemoore Adult Day Care Center
(Lic. #160406238)
(559) 924-4419

Senior Nutrition Management
(559) 852- 4848

Senior Information & Assistance
(559) 852- 2828

Senior Access for Engagement (SAFE)
(559) 852- 2825 or 852- 4821
Fax: (559) 582-9627

PEI SENIOR RESPITE
(559) 852- 4850

Long Term Care Ombudsman
(559) 852 - 2825
(559) 583-0333 or 1-800-293-9714
Fax: (559) 589-0608

July 07, 2025

Mr. Jim Henderson
Director of Public Works
County of Kings
Hanford, CA 93230

Dear Mr. Henderson,

On behalf of the Kings County Commission on Aging and the seniors we serve, I would like to extend our deepest gratitude to you and your department for your outstanding support during our recent Elder Abuse Awareness Event.

Your swift action in addressing the dangerous tree near the event site ensured the safety of our participants and gave us great peace of mind. The tree posed a serious risk, and thanks to your attention and dedication, a potential tragedy was prevented. We are incredibly thankful that you prioritized this matter and had it removed in such a timely manner.

In addition, we greatly appreciated your generous gesture of sending two Public Works staff members on the day of the event to assist seniors with transportation to and from their vehicles. Their kindness and helpfulness did not go unnoticed. Many of our seniors expressed how much it meant to them to have that extra support, especially for those with mobility challenges.

Please know that the seniors specifically asked that we share their appreciation with the Board of Supervisors. Your department's efforts made them feel valued, respected, and safe — and that means the world to all of us.

Thank you again for being a partner in serving our senior community with compassion and care.

Warm regards,

Bobbie Wartson
Executive Director
Kings County Commission on Aging



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM July 29, 2025

SUBMITTED BY: District Attorney's Office – Sarah M. Hacker

SUBJECT: CONTINUED PARTICIPATION IN THE VICTIM/WITNESS ASSISTANCE GRANT PROGRAM

SUMMARY:

Overview:

The District Attorney's (DA) Office relies heavily on grant funding to carry out the functions of the office. Each fiscal year, the District Attorney's Office seeks approval to enter into a subaward agreement for the Victim Witness Assistance Grant Program with California Governor's Office of Emergency Services (CalOES). On September 17, 2024, the Board approved the District Attorney's Office to submit a grant application with CalOES for the performance period of October 1, 2024 through September 30, 2025. In a recent performance assessment audit, the wording of that agenda item's Recommendation language in the certified minutes was found not to be sufficient to meet grant requirements and needs to be corrected to designate the District Attorney to act as the Authorized Agent.

Recommendation:

Authorize the District Attorney to act as the Authorized Agent to submit a grant application with the California Office of Emergency Services for the Victim Witness Assistance Grant Program for the performance period of October 1, 2024 through September 30, 2025.

Fiscal Impact:

In Fiscal Year (FY) 2023-2024, the DA's Office was awarded \$443,114 for the Victim Witness Assistance Program. The program will provide funding for 0.41 full-time equivalent (FTE) Coordinator and 4.0 FTE Victim Advocates plus operating expenses for the Victim Witness Program. The DA's Office is allowed to apply for \$415,889 in federal FY 2024-25 which is already included in the recommended budget.

(Cont'd)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2025.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

CONTINUED PARTICIPATION IN THE VICTIM/WITNESS ASSISTANCE GRANT PROGRAM

July 29, 2025

Page 2 of 2

BACKGROUND:

The Victim Witness Assistance Program is designed to provide comprehensive services to victims/witnesses of all types of violent crimes pursuant to California Penal Code 13835. The services provided include orientation to the justice system, crisis intervention, emergency assistance, case status/disposition, court escort, victim of crime claims, resource and referral assistance, restitution and training for criminal justice agencies. This grant with the California Office of Emergency Services covers the Victim Witness Assistance program, including salaries and operating expenses. Kings County has participated in the program since 1984.

THE ATTACHMENT IS ON FILE WITH THE CLERK OF THE BOARD AND CAN BE LOCATED ON OUR WEBSITE AT:

<https://www.countyofkingsca.gov/departments/board-of-supervisors/calendar-agenda-and-action-summary>



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM July 29, 2025

SUBMITTED BY: Probation Department – Leonard A. Bakker II/MaryHelen Mendoza
SUBJECT: SECOND AMENDMENT TO AGREEMENT WITH THE KINGS COUNTY SUPERIOR COURT FOR PRETRIAL SERVICES FUNDING – SENATE BILL 129

SUMMARY:

Overview:

The Probation Department had a partnership with the Superior Court of the State of California during Fiscal Year 2024/2025 to provide pretrial services to Kings County residents. Upon Board approval, the total allocation to the Probation Department would be \$268,006.

Recommendation:

Approve the Second Amendment with the Superior Court of California for pretrial services retroactively effective from July 1, 2024 through June 30, 2025.

Fiscal Impact:

The Superior Court is allocated \$291,807 of funding pursuant to Senate Bill 129 Pretrial Services Funding. Of this, the Superior Court allocated \$231,717 to the Probation Department, with the Superior Court keeping the rest. The Board approved the first amendment to this agreement on June 24, 2025 for an additional \$23,406 in Senate Bill 129 funding. The Superior Court advised the Probation Department that additional Pretrial Services Funding was available in the amount of \$12,883, necessitating this Second Amendment. Expenditures specifically allocated to the Probation Department in the amount of \$268,006 are included in the Fiscal Year 2024-25 Adopted Budget in Probation Budget Unit 234000 – Administration.

BACKGROUND:

The Governor of the State of California previously proposed funding for a pretrial pilot program to support a

(Cont'd)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2025.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

SECOND AMENDMENT TO AGREEMENT WITH THE KINGS COUNTY SUPERIOR COURT FOR PRETRIAL SERVICES FUNDING – SENATE BILL 129

July 29, 2025

Page 2 of 2

system that protects the public, ensures the rights of defendants and the fair and effective administration of justice in pretrial decision-making. The Judicial Council of California, under the leadership of Chief Justice Tani G. Cantil-Sakauye, appointed the Pretrial Reform and Operations Workgroup (PROW) to develop recommendations for funding allocations for the pretrial pilot program. The Kings County Probation Department partnered with the Kings County Superior Court to develop a local program to meet the needs of the community. The Court was awarded funding for the Pretrial Pilot Program in August of 2019 in the amount of \$1,186,071 and moved forward in implementing the plan to begin Monday, March 2, 2020, and continue through June 30, 2021, with an expiration date of December 31, 2021, to allow the finalization of the pilot program.

On July 12, 2021, the Governor of the State of California approved Senate Bill 129, Budget Act of 2021, which allocated funding to the Judicial Council of California for the implementation and operation of ongoing Court programs and practices that promote safe, efficient, fair, and timely pretrial release of individuals booked into jail. The funding was based on each county's relative proportion of the state population that is 18 through 25 years of age; however, the census data is only available for ages 18 to 24, therefore the total population for this age group in Kings County is 16,736. The legislation also dictates the courts shall contract with any county department, including county probation departments, to provide pretrial services.

The Kings County Superior Court is requesting to continue the partnership with the Kings County Probation Department to provide Pretrial Services in Kings County. From March 2020 through the present, the average daily population is 65 on monitoring with Global Positioning Satellite (GPS) and 86 on monitoring without GPS, for a total of 151. Currently, the two-month average for the program is 151 total clients, 65 on monitoring with GPS and 86 on monitoring without GPS.

The Pretrial Services Unit provides assessments of individuals booked into the Kings County Jail on new offenses and not otherwise released under existing Kings County Sheriff's Office policies. The Unit provides At-Arrest reports to the Court for release or continued detention. The Pretrial Services Unit uses the Public Safety Assessment (PSA) which utilizes an algorithm, to determine the likelihood an individual will appear in Court as directed and the likelihood the individual will commit new criminal conduct. If the court releases an individual on Pretrial based on their score level, they will begin being monitored until disposition of the matter. If denied release, bail will be set according to the County Bail Schedule.

This agreement is retroactive because it is amending an existing agreement with a term of July 1, 2024, to June 30, 2025.

The Amendment has been reviewed by County Counsel and approved as to form.

COUNTY OF KINGS
SECOND AMENDMENT TO AGREEMENT #24-043
BETWEEN COUNTY OF KINGS AND KINGS COUNTY PROBATION
FOR PRETRIAL SERVICES

THIS SECOND AMENDMENT (“2ndAmendment”) to Agreement No. 24-043 (“Agreement”) is entered into on _____, 2025, by and between the Superior Court of California, County of Kings (“Court”) and the County of Kings, a political subdivision of the State of California (“County”), on behalf of its department, Kings County Probation Department (“Probation”) (singularly a “Party”, collectively the “Parties”). The defined terms “County” and “Probation” are used interchangeably throughout this Agreement.

RECITALS

WHEREAS, the Parties entered into the Agreement, commencing July 1, 2024, for pretrial services under Senate Bill (“SB”) 129; and

WHEREAS, Section 12 of the Agreement authorizes the Parties to modify the Agreement’s terms by a written amendment, executed by the Parties; and

WHEREAS, the Parties intend to amend the Agreement as further described herein.

NOW, THEREFORE, the Parties agree as follows:

1. The first paragraph of Section 6 of this Agreement (“COMPENSATION FOR SERVICES PROVIDED AND TERMS OF PAYMENT”) shall be amended and replaced with the following language:

“The Court allocated Two Hundred Ninety-One Thousand Eight Hundred Seven Dollars (\$291,807) for the funding year for the Pretrial Program. Of that allocation, the Court shall utilize Twenty-Three Thousand Eight Hundred and 34/100 Dollars (\$23,800.34), and Probation shall utilize Two Hundred Sixty-Eight Thousand Six and 66/100 Dollars (\$268,006.66). In the event that the Court is able to allocate more than Two Hundred Sixty-Eight Thousand Six and 66/100 Dollars (\$268,006.66) to Probation, the Court may allocate such additional funds without amendment to this Agreement.”

2. For this 2nd Amendment only, the Parties agree to waive the Section 12 (“ENTIRE AGREEMENT/AMENDMENTS”) requirement that all amendments to the Agreement be provided by written notice to the other Party at least ninety (90) days prior to the effective date of the proposed amendment.

3. The recitals are integral to this 2nd Amendment and are incorporated into this Agreement by reference.

4. The Parties may execute this 2nd Amendment by electronic means. The electronic signatures affixed by their respective signatories give rise to a valid, enforceable, and full agreement.

5. The Parties may execute this 2nd Amendment in two (2) or more counterparts, to be construed together, and that together constitutes one (1) agreement.

6. Each signatory to this 2nd Amendment represents it is authorized to enter into this 2nd Amendment and bind the Party to which its signature represents.

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, the Parties executed this Agreement the day and year first written above.

COUNTY OF KINGS

SUPERIOR COURT OF CALIFORNIA,
COUNTY OF KINGS

By: _____
Doug Verboon, Chairman
Board of Supervisors

By: *Jennifer Giuliani* 07/08/25
Jennifer Giuliani, Presiding Judge

ATTEST

By: _____
Catherine Venturella, Clerk of the Board

RISK MANAGEMENT APPROVED AS TO
INSURANCE

By: *S Poots*
Sarah Poots, Risk Manager

APPROVED AS TO FORM
Laurie Avedisian-Favini, County Counsel

By: *Jennifer Thompson*
Jennifer Thompson, Deputy County Counsel



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM July 29, 2025

SUBMITTED BY: Department of Public Health – Rose Mary Rahn/Nicholas Montoya
SUBJECT: MEMORANDUM OF UNDERSTANDING WITH KINGS UNITED WAY FOR
SMART REFERRAL NETWORK IMPLEMENTATION

SUMMARY:

Overview:

The Kings County Department of Public Health (KCDPH) is requesting approval to enter into a Memorandum of Understanding (MOU) with Kings United Way (KUW) to implement the Smart Referral Network (SRN) in Kings County. The SRN is a collaborative, data-driven platform that facilitates closed-loop referrals, enhances coordination among service providers, and improves access to health and social services for county residents.

Recommendation:

Approve the Memorandum of Understanding with Kings United Way to implement the Smart Referral Network in Kings County.

Fiscal Impact:

There is no impact to the County General Fund associated with the recommended action. The SRN is fully funded by KUW and provided to community partners without cost to the County.

BACKGROUND:

KUW is a local nonprofit organization that unites community resources, partnerships, and donations to support local programs that improve health, education, and financial stability for individuals and families in Kings County. It operates programs such as 211 Kings County, which connects residents with resources related to food, housing, and mental health, as well as the Homeless Management Information System, a regional database that supports homeless service providers. KUW also facilitates workplace giving campaigns, hosts workshops, and administers grant programs to strengthen local nonprofit capacity.

(Cont'd)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2025.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

MEMORANDUM OF UNDERSTANDING WITH KINGS UNITED WAY FOR SMART REFERRAL NETWORK IMPLEMENTATION

July 29, 2025

Page 2 of 2

On December 17, 2024, the Board approved Agreement No. 24-220 with KUW to support the implementation of the SRN, a closed-loop electronic referral system designed to ensure clients are successfully connected with a broad range of community services. The department utilized Emerging Infectious Disease (ELC) Enhanced Grant funds and Future of Public Health funds to support KUW's software acquisition, infrastructure development, and initial service launch. KUW has completed the foundational phases of the project and is prepared to begin system operations.

This MOU authorizes the County to participate in the SRN and to share data in its role as a designated Community Service Partner at no cost. Ongoing operations of the SRN will be funded by KUW, except in cases where agencies request additional services, such as customized reporting.

As a Community Service Partner, the County may send real-time referrals, receive referral updates, and securely share client-level data in accordance with client consent and applicable privacy laws, including the Health Insurance Portability and Accountability Act. Participating agencies can refer clients, track service outcomes, and improve coordination of care.

This MOU will allow KCDPH and additional County departments to participate and aligns with the goals of strengthening access to services, continuity of care, and improved outcomes for underserved populations through coordinated, data-driven services. The Purchasing Manager has approved a sole source justification, as KUW is uniquely qualified to implement and operate the SRN.

The department is requesting an indefinite term based on several operational considerations. This agreement does not involve any financial compensation. KUW has established a long-standing and trusted partnership with the County. Given the critical nature of the closed-loop referral process, uninterrupted service delivery is essential to prevent adverse impacts on community members. The administrative burden associated with repeated contract renewals will be minimized, resulting in greater efficiency of staff and legal resources. KUW has established a long-standing and trusted partnership with the County. The agreement includes a provision allowing for termination for convenience with ten days' prior written notice, providing the County the flexibility to discontinue services for any reason if necessary.

This MOU has been reviewed and approved by County Counsel as to form and by Risk for compliance with safety and liability standards.



Smart Referral Network
Memorandum of Understanding

BACKGROUND

This memorandum of understanding (MOU) is entered into by and between Kings United Way and the Kings County (County), each referred to herein as a “Party” and collectively as the “Parties.” This MOU is entered into in conjunction with the Agreement for Services (Agreement No. 24-220) entered into on December 17, 2024, by and between the Parties. As part of this MOU, County shall become a Community Service Partner as referenced herein.

Kings United Way’s vision is to collaborate closely with local stakeholders to create a caring and connected community where everyone has an opportunity to thrive. One of our strategies is to help residents navigate systems and access a wide range of services more effectively through closed-loop referral networks.

The monthly Smart Referral Network (SRN) Alliance meetings allow collaborative partners to learn about local organizations that provide critical services in our community. We meet monthly to share service information, learn about important programs addressing immediate needs, and learn how to make referrals. The SRN Alliance fosters collaboration, develops relationships, and facilitates “active” referrals.

The SRN software allows users to support care coordination by making and tracking “closed loop” referrals to local and regional agencies to ensure access and linkage. Case managers, patient advocates, community health workers, other front-line workers, and people in need use the program to search for services in the 211 Kings County health and human service database. The SRN is “smart” because it intuitively compares demographics with program eligibility requirements within the 211 Kings County database. This feature allows for identifying appropriate community services that lead to impactful outcomes for clients/patients.

DATA SHARING

The SRN is a resource, information, and referral hub that connects residents with health and human services. Those agencies which have become Community Service Partners make “closed loop” referrals. The SRN searches for services in the 211 Kings County database and generates a prioritized list of complementary services that address the client/patient’s needs. Electronic referrals are sent via the SRN to partner agencies, leading to services if the referral is accepted. Community Service Partners have access to client dashboards to respond to referrals, monitor the services they receive, track their clients’ outcome improvements, and run reports. This program helps inform clients of any additional services they might need and allows service providers to work together to ensure clients have access to the most appropriate services.

The SRN matches client demographic information with service eligibility requirements to generate the list of prioritized services. The SRN collects client demographic information including: name, date of birth, education, access to health insurance, race, ethnicity, income, address, veteran status, and disability status.

CYBER SECURITY, ACCESS, PERMISSIONS, AND INFRASTRUCTURE:

Each Community Service Partner receives personalized onboarding, training, and ongoing technical assistance. Partners are assigned user levels, roles, and permissions. Access is web-based and controlled by login with usernames and unique passwords.

Before referrals can be made, clients must sign the Referral Authorization & Consent to Release of Information form or authorize referral consent. This form is available in English and Spanish on the SRN and can be signed online, on a hard copy, or via text message and attached to the client profile. Clients can provide verbal approval after a case manager reads the forms to their clients. SRN program and client rights information are included in the Referral Authorization & Consent to Release of Information form. See Attachment B for a copy. Clients have the right to access and verify their personal information, receive a list of partners belonging to the SRN, revoke their referral authorization, and consent to release information at any time.

As a Community Service Partner, County can see client-level demographic information only if they have made a client referral to another Community service partner or received a client referral from another Community Service Partner. All referral outcomes, including health services, will not include Protected Health Information (PHI) as defined by the Health Insurance Portability and Accountability Act (HIPAA). Users who send referrals to health services cannot see if a referral resulted in a service. Users who receive referrals from health service agencies cannot view the agency information or the referring agent's name or contact information.

Kings United Way staff with administrative access credentials have access to all partners' SRN activity and client-level demographic information, referral history, and referral outcomes.

The SRN is covered with Cybersecurity Insurance protection, including Cyber Incident Response Coverage. The policy covers costs to notify individuals affected or believed to be affected by such cybersecurity breach including printing costs, publishing costs, postage expenses, call center costs, or costs of notification via phone or e-mail, including voluntary notification.

Client-level data is stored on Amazon Web Services Cloud, which is infinitely scalable. Data is secured and encrypted at rest, in transit, and redundantly stored for disaster recovery. The SRN benefits from Amazon security oversight, regular penetration testing, and 100% approved audits at the Federal government level.

See Attachment A for more details on data elements collected.

CONFIDENTIALITY AND PRIVACY USE OF DATA

Each Party recognizes the importance of the other's confidential information. In particular, each Party recognizes and agrees that the confidential information of the other is critical to their respective businesses and that neither Party would enter into this MOU without assurance that such information and the value thereof will be distributed only on a need-to-know basis and will be protected at least at the same level the organization uses to protect its own confidential information. Information gleaned from the SRN must be stored on a password-protected computer, and hard copies must be locked up when stored. By signing this agreement, each Party agrees only to use personal information to make referrals, provide services, and comply with HIPAA Certification. Please refer to Attachment C for HIPAA Certification.

COMMUNITY SERVICE PARTNER RESPONSIBILITIES UNDER THIS MOU

- Agree to use the SRN for sending and receiving referrals.
- Community Service Partner will provide confidentiality, HIPPA, and personally identifiable information (PII) training to all persons who will be accessing data (“Authorized Users”).
- Maintain client data stored in Amazon Web Services in the SRN system.
- Respond to clients’ personal information requests.
- Identify the case managers and team members to be provided access to the SRN system for collaboration purposes. Ensure all users abide by this MOU, including all associated confidentiality provisions.
- Notify Kings United Way promptly if any Authorized User’s access is terminated, compromised, or data access privileges have changed. Ensure effective onboarding and client handover when case managers and/or team members assigned to the SRN system leave the organization.
- Implement reasonable administrative, physical, and technical safeguards to protect confidential or PHI. Report to Kings United Way any use or disclosure of confidential or PHI that does not comply with these terms.

Referrals:

Participate in SRN orientation to learn how to access the SRN software.
Regularly participate in monthly SRN Alliance meetings.
Commit to making SRN referrals aligned with business operations and capacity.
Follow up on all SRN referrals to ensure a referral leads to a service.
Respond to SRN referrals within 7 days and indicate they are processed in the inbox.

Services:

- Coordinate with the 211 Kings County program database specialist to ensure your agency services are accurately listed in the 211 iCarol database.
- Update service information as needed; notify the 211 Kings County program database specialist if services are added, changed, or deleted within 7 days of changes to ensure accurate and current information is listed in the SRN.

Community Service Partners’ Clients:

- Review Client Referral Authorization & Consent to Release of Information form with clients and answer any questions to ensure informed consent.
- Collect and input client consent into the SRN.

Kings United Way may require Community Service Partner to demonstrate compliance with these provisions annually.

DESIGN AND IMPLEMENTATION

The primary contact for each Party shall be designated below. The primary contact will have the primary authority and serve as the central point of communication for all Community Service Partner onboarding tasks and the issuance of Authorized User accounts. If a primary contact becomes unavailable or unresponsive, another individual shall replace the primary contact with the same or better qualifications and availability within ten (10) days of receipt of a reasonable written request.

ONBOARDING

The Parties shall meet and mutually agree to an onboarding and implementation schedule within thirty (30) days of executing this MOU or another agreed-upon date. The following persons shall have primary responsibility and serve as each Party's central point of contact. Each Party shall promptly notify the other in writing (e.g. email) of any substitutes to the persons named below. Failure to meet with the SRN coordinator for implementation and onboarding will void this MOU.

	Name	Contact Information
Kings United Way Onboarding	Daray Jones	darayj@kingsunitedway.org
Authorized User Administrator	Daray Jones	darayj@kingsunitedway.org
Community Service Partner Onboarding Point of Contact	Nicholas Montoya	Nicholas.Montoya@co.kings.ca.us
Authorized User Administrator	Nicholas Montoya	Nicholas.Montoya@co.kings.ca.us

DATA TO BE UPLOADED TO THE SMART REFERRAL NETWORK:

The value of data depends on its completeness, accuracy, and timeliness. Community Service Partner and Kings United Way will ensure that the data shared in the SRN is accurate and complete. Community Service Partner, Kings United Way, or both (as indicated in the Attachment A) will provide access to and/or transmit the data indicated in the Attachment A hereto and provide updated data as and when new information is available. Neither Party will withhold data unless (i) the individual who is the subject of the data has not consented (or authorized) Kings United Way to share data, or (ii) sharing the data with the Community Service Partner or Kings United Way would violate the individual's written authorization or the revocation of an authorization to share, or (iii) if disclosing the particular data would violate applicable privacy laws or the MOU.

KINGS UNITED WAY RESPONSIBILITIES UNDER THIS MOU

Security

- Ensure safe and secure warehousing of data. Kings United Way will implement the following actions:
 - a. Security Breach Notification. Kings United Way shall comply with all applicable laws that require notification of affected individuals and appropriate authorities in the event of the unauthorized release of PII or any other event requiring notification. In the event of a breach, Kings United Way shall:
 - i. Notify County and clients of such an event within forty-eight (48) hours of discovery.
 - ii. Provide County with a copy of any notification(s) to affected individuals and appropriate authorities (Notification of PII Event).

Software

- Facilitate, coordinate, and support access to the SRN platform for Community Service Partner noted on this MOU.
- Train County on software use, privacy policies, and outcome evaluation.

Reporting

- Grant County access to run reports on:
 - Number and type of referrals received and made by individual staff members.
 - Number and type of referrals that lead to services.
 - Number and percentage of their clients that improve in economic mobility and determinants of health (as a result of active referrals or of County's services if used as an outcome measurement tool).

Training and Technical Assistance

- Provide training and technical assistance during regular business hours.
- Conduct monthly workshop training via Zoom to end users.
- Provide extensive coaching and mentoring for beta testers.
- SRN will monitor all generated referrals within the SRN to ensure referrals are being processed in a timely manner.

TERM AND TERMINATION

Term of MOU

The term of this MOU shall commence on the date signed by both Parties and continue indefinitely unless terminated by either Party with or without cause.

Termination of MOU

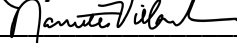
Either Party may terminate this MOU without stating a cause or reason upon ten (10) days prior written notice to the other Party.

HOLD HARMLESS

Both Parties will indemnify and hold harmless each other from any damages, liabilities, claims, and expenses that may be claimed against the other Party; or for injuries or damages to a third party arising from participation in the SRN; or arising from any acts, omissions, neglect, or fault of the themselves or its agents, employees, licensees, or clients; or arising from the their own failure to comply with laws, statutes, ordinances, or regulations applicable to it or the conduct of its business. The Parties will hold each other harmless for loss or damage resulting in the loss of data due to delays, non-deliveries, mis-deliveries, or service interruption caused by ThingLogix or SRN, by their own negligence or errors or omissions, as well as natural disasters, technological difficulties, and/ or acts of God. The Parties shall not be liable for damages, losses, or injuries to the other Party or a third party other than if such results from their own gross negligence or willful misconduct.

Consent to the terms of this MOU is indicated by the authorized signatures affixed and dated below.

Kings United Way

Signature: 
Name: Nanette Villareal
Title: Executive Director
Date: 5/19/2025

Community Service Partner Organization

Organization: County of Kings
Signature: _____
Name: Doug Verboon
Title: Chair, Board of Supervisors
Date: _____

APPROVED AS TO FORM

Laurie Avedisian-Favini, Interim County Counsel,
County of Kings

By: 
Crystal M. Pizano, Deputy County Counsel

Attachment A

Data to be Uploaded to the Smart Referral Software

DATA ACCESS: Community Service Partner as noted in this MOU shall be granted the following data access privileges:

View, Download, and Enter Data in the SRN.

FREQUENCY OF DATA UPDATES: Data will be transmitted on the following schedule:

Weekly

DATA ELEMENTS: Community Service Partner shall transmit or exchange the following data elements about its clients (if available):

Identifiers	Name: First, Last, Middle Residential Address City Zip Code Cell Phone Email Gender Birthdate Ethnicity Race Primary Language Income Household Size
Education	Highest Level
Disability	Status:
Veteran	Status:

Attachment B
Referral Authorization & Consent to Release of Information

The purpose of this Referral Authorization & Consent to Release of Information is (i) to obtain your permission to refer you to partner organizations who are members of the Kings County Smart Referral Network (SRN) and (ii) to obtain your consent to the release of certain personal information to partner organizations to which you are referred. The collection, storage, and sharing of your personal data shall comply with all applicable state and federal privacy laws, including but not limited to the Health Insurance Portability and Accountability Act (HIPAA), the California Consumer Privacy Act (CCPA), and any other relevant federal privacy laws.

Partner organizations to whom you are referred may “forward” your referral only to another SRN-approved agency that provides services relevant to your needs. Any such forwarding shall be subject to the same confidentiality and privacy protections as originally agreed. You have the right to be notified before your personal information is forwarded to another agency outside of the SRN network.

The Kings County SRN is a resource and information hub that connects individuals to a range of community benefit organizations that focus on the well-being of Kings County residents. The SRN makes referrals through a free, searchable online database. The SRN provides referrals, care coordination, outreach, education, and targeted services by allowing authorized staff to share and access certain limited client information. The SRN operates over the internet and uses many security protections to ensure the confidentiality of your information.

By signing below, you authorize us to make a referral(s) to member organizations of the SRN. You consent to the release of your following categories of personal information, strictly as needed to facilitate service provision: name, age, gender, ethnicity, race, income category, city/county of residence, access to health care, language, disability, veteran status, education, contact information, services you have received and progress you have made in your economic mobility. Sensitive data (e.g., disability status, veteran status, race, or income level) shall only be shared if necessary to determine eligibility for specific services. This helps to inform you of any additional services you might need and allows service providers to work together to ensure you have access and linkage to the most appropriate services.

We will share this information with our partner organizations, who use it solely to determine your eligible services. You can expect to be contacted by one or more of the organizations in SRN to receive services that meet your specific needs. Some partners use it to report on referral activity to their funders. Any data shared for reporting purposes shall be strictly de-identified and anonymized unless explicit consent is obtained from you in writing. Without your prior approval, no personally identifiable information (PII) shall be disclosed to funders or external entities.

The organizations providing additional services will keep your personal information confidential and protected. SRN member organizations must implement industry-standard security measures, including data encryption, restricted access controls, and secure data transmission protocols to ensure compliance with applicable data protection laws. In the event of a data breach affecting your personal information, you shall be notified within the timeframe required by law. The organization responsible must provide a detailed report of the breach, the scope of compromised data, and the corrective actions taken. If the breach results from the negligence of the party responsible for the breach, the party

responsible may be subject to legal penalties, liability for damages, or other corrective measures as required by law.

You have the right to receive a list of organizations belonging to the SRN and to revoke access, verify, and request correction of your personal information at any time. You have the right to limit or revoke the disclosure of any data category at any time by written request. You may also revoke this Referral Authorization & Consent to Release of Information by submitting a written request to Daray Jones, darayj@kingsunitedway.org, (559) 584-1536. Revocation requests shall be processed within ten (10) business days. Upon revocation, all personal data will be removed from the SRN system unless the law requires retention (e.g., law enforcement, compliance audits, regulatory requirements). To edit your personal information, please get in touch with the person who made the original referral for you or log in to the Smart Referral Network: smart-referral-network.com

Unless extended in writing, this Referral Authorization & Consent to Release of Information will expire five (5) years from the date signed below. Prior to expiration, you will receive a notice providing the option to renew or revoke your consent. Upon expiration, your personal data will be permanently deleted unless required by law to be retained.

[Here is a link](#) to Kings United Way's privacy policy, terms and conditions.

By signing below, I authorize referrals to member organizations of the SRN and consent to releasing my personal information to such organizations so that I can access services to meet my specific needs. Unless extended in writing, this Referral Authorization & Consent to Release of Information will expire five (5) years after the date appearing below.

Referring Agency: _____
Client Name (Printed): _____ Date: _____
Client Signature: _____

Autorización de referencia y consentimiento para la divulgación de información

El propósito de esta Autorización de Referencia y Consentimiento para la Divulgación de Información es (i) obtener su permiso para referirlo a organizaciones asociadas que son miembros de la Smart Referral Network del Condado de Kings y (ii) obtener su consentimiento para la divulgación de cierta información personal a las organizaciones asociadas a las que se le remite. La recopilación, el almacenamiento y el intercambio de sus datos personales cumplirán con todas las leyes de privacidad estatales y federales aplicables, incluidas, entre otras, la Health Insurance Portability and Accountability Act (HIPAA), la California Consumer Privacy Act (CCPA) y cualquier ley federal de privacidad relevante.

Las organizaciones asociadas a las que se le remite pueden "reenviar" su referencia solo a otra agencia aprobada por SRN que brinde servicios relevantes para sus necesidades. Cualquier reenvío de este tipo estará sujeto a las mismas protecciones de confidencialidad y privacidad que se acordaron originalmente. Tiene derecho a ser notificado antes de que su información personal se envíe a otra agencia fuera de la red de SRN.

La Smart Referral Network (SRN) del Condado de Kings, es un centro de recursos e información que conecta a las personas con una variedad de organizaciones de beneficio comunitario que se enfocan en el bienestar de los residentes del Condado de Kings. La SRN hace referencias a través de una base de datos en línea gratuita y con capacidad de búsqueda. La SRN proporciona referencias, coordinación de la atención, divulgación, educación y servicios específicos al permitir que el personal autorizado comparta y acceda a cierta información limitada del cliente. La SRN opera a través de Internet y utiliza muchas protecciones de seguridad para garantizar la confidencialidad de su información.

Al firmar a continuación, nos autoriza a hacer una referencia(s) a las organizaciones miembros de la SRN. Usted da su consentimiento para la divulgación de sus siguientes categorías de información personal, estrictamente según sea necesario para facilitar la prestación de servicios: nombre, edad, sexo, etnia, raza, categoría de ingresos, ciudad/condado de residencia, acceso a la atención médica, idioma, discapacidad, estado de veterano, educación, información de contacto, servicios que ha recibido y progreso que ha realizado en su movilidad económica. Los datos confidenciales (por ejemplo, estado de discapacidad, estado de veterano, raza o nivel de ingresos) solo se compartirán si es necesario para determinar la elegibilidad para servicios específicos. Esto ayuda a informarle de cualquier servicio adicional que pueda necesitar y permite a los proveedores de servicios trabajar juntos para garantizar que tenga acceso y enlace a los servicios más adecuados.

Compartiremos esta información con nuestras organizaciones asociadas, que la utilizan únicamente para determinar sus servicios elegibles. Puede esperar ser contactado por una o más de las organizaciones de SRN para recibir servicios que satisfagan sus necesidades específicas. Algunos socios lo utilizan para informar sobre la actividad de referencia a sus patrocinadores. Todos los datos compartidos con fines informativos se anonimizarán estrictamente, a menos que se obtenga su consentimiento explícito por escrito. Sin su aprobación previa, no se divulgará ninguna información de identificación personal a los patrocinadores o entidades externas.

Las organizaciones que proporcionan servicios adicionales mantendrán su información personal confidencial y protegida. Las organizaciones miembros de SRN deben implementar medidas de seguridad estándar de la industria, incluido el cifrado de datos, controles de acceso restringidos y protocolos de transmisión de datos seguros para garantizar el cumplimiento de las leyes de protección de datos aplicables. En caso de que se produzca una violación de datos que afecte a su información personal, se le notificará dentro del plazo exigido por la ley. La organización

responsable debe proporcionar un informe detallado de la infracción, el alcance de los datos comprometidos y las acciones correctivas tomadas. Si el incumplimiento se debe a la negligencia de la parte responsable de las leyes de protección de datos aplicables, la parte responsable puede estar sujeta a sanciones legales, responsabilidad por daños y perjuicios u otras medidas correctivas según lo exija la ley.

Tiene derecho a recibir una lista de organizaciones pertenecientes a la SRN y a revocar el acceso, verificar y solicitar la corrección de su información personal en cualquier momento. Tiene derecho a limitar o revocar la divulgación de cualquier categoría de datos en cualquier momento mediante una solicitud por escrito. También puede revocar esta autorización de referencia y dar su consentimiento para divulgar información enviando una solicitud por escrito a Daray Jones, darayj@kingsunitedway.org, (559) 584-1536. Las solicitudes de revocación se tramitarán en un plazo de 10 días hábiles. Tras la revocación, todos los datos personales se eliminarán del sistema SRN, a menos que la ley exija su retención (por ejemplo, aplicación de la ley, auditorías de cumplimiento, requisitos reglamentarios). Para editar su información personal, póngase en contacto con la persona que hizo la referencia original por usted o inicie sesión en Smart Referral Network: smart-referral-network.com

A menos que se prorrogue por escrito, esta Autorización de Referencia y Consentimiento para la Divulgación de Información vencerá cinco (5) años a partir de la fecha firmada a continuación. Antes del vencimiento, recibirá un aviso con la opción de renovar o revocar su consentimiento. Al vencimiento, sus datos personales se eliminarán permanentemente a menos que la ley exija su conservación.

[Aquí hay un enlace](#) a la política de privacidad, términos y condiciones de Kings United Way. Al firmar a continuación, autorizo las referencias a las organizaciones miembros de la SRN y doy mi consentimiento para divulgar mi información personal a dichas organizaciones para que pueda acceder a los servicios que satisfagan mis necesidades específicas. A menos que se prorrogue por escrito, esta Autorización de Referencia y Consentimiento para la Divulgación de Información vencerá en cinco años (5 años) después de la fecha que aparece a continuación.

Agencia de referencia: _____
Nombre del cliente (escrito): _____
Firma del cliente: _____

Fecha: _____

Attachment C

Health Insurance Portability & Accountability Act (HIPAA) Certification (Certification)

A. Sections 261 through 264 of the federal Health Insurance Portability and Accountability Act of 1996, Public Law 104-191, known as “the Administrative Simplification provisions,” direct the Department of Health and Human Services to develop standards to protect the security, confidentiality and integrity of health information, and pursuant to the Administrative Simplification provisions, the Secretary of Health and Human Services has issued regulations modifying 45 CFR Parts 160 and 164 (HIPAA Privacy Rule).

B. County (also referred to as “Community Service Partner” herein) and Kings United Way, each a “Party” and collectively the “Parties,” have entered into a memorandum of understanding (MOU) to which this Certification is an attachment whereby County will provide certain services to Kings County residents, pursuant to which County as a Community Service Partner may have access to Protected Health Information (as defined below) in fulfilling its responsibilities under the MOU.

C. In consideration of the Parties’ continuing obligations under the MOU, compliance with the HIPAA Privacy Rule, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, County agrees to the provisions of this Certification of the HIPAA Privacy Rule and to protect the interests of Kings United Way.

I. DEFINITIONS

Except as otherwise defined herein, any and all capitalized terms in this Section shall have the definitions outlined in the HIPAA Privacy Rule. In the event of an inconsistency between the provisions of this Certification and mandatory provisions of the HIPAA Privacy Rule, as amended, the HIPAA Privacy Rule shall control. Where provisions of this Certification are different from those mandated in the HIPAA Privacy Rule but are nonetheless permitted by the HIPAA Privacy Rule, the provisions of this Certification shall control.

The term “Protected Health Information” means individually identifiable health information, including, without limitation, all information, data, documentation, and materials, including without limitation, demographic, medical, and financial information, that relates to the past, present, or future physical or mental health or condition of an individual; the provision of health care to an individual; or the past, present, or future payment for the provision of health care to an individual; and that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual.

Community Service Partner acknowledges and agrees that all Protected Health Information created or received shall be subject to this Certification.

II. CONFIDENTIALITY REQUIREMENTS

(a) Community Service Partner agrees:

- i. to use or disclose any Protected Health Information solely: (1) for meeting its obligations as outlined in any agreements between the Parties evidencing their business relationship or (2) as required by applicable law, rule or regulation, or by accrediting or credentialing organization to whom Kings United Way is required to disclose such information, or as otherwise

permitted under this Certification, or the underlying MOU, (if consistent with this Certification and the HIPAA Privacy Rule), or the HIPAA Privacy Rule, and (3) as would be permitted by the HIPAA Privacy Rule if Kings United Way made such use or disclosure; and

- ii. at the termination of the MOU (or any similar documentation of the business relationship of the Parties), or upon request of Kings United Way, whichever occurs first, Community Service Partner will return or destroy all Protected Health Information received from or created or received by County on behalf of Kings United Way.
- iii. to ensure that its agents to whom it provides Protected Health Information received from or created by Community Service Partner agree to the same restrictions and conditions that apply to Community Service Partner with respect to such information. In addition, the Community Service Partner agrees to take reasonable steps to ensure that its employees' actions or omissions do not cause the Community Service Partner to breach the terms of the MOU.

(b) Notwithstanding the prohibitions outlined in this Certification or the MOU, Community Service Partner may use and disclose Protected Health Information as follows:

- (i) if necessary, for the proper management and administration of Community Service Partner or to carry out the legal responsibilities of the Community Service Partner, provided that as to any such disclosure, the following requirements are met:
 - 1. the disclosure is required by law; or
 - 2. County obtains reasonable assurances from the person to whom the information is disclosed that it will be held confidentially and used or further disclosed only as required by law or for the purpose for which it was disclosed to the person, and the person notifies Community Service Partner of any instances of which it is aware in which the confidentiality of the information has been breached;
 - 3. for data aggregation services, if to be provided for operations of Kings United Way pursuant to any agreements between the Parties evidencing their business relationship. For purposes of this Certification and the MOU, "data aggregation services" mean combining Protected Health Information by the partner with the protected health information received by the Community Service Partner to permit data analyses related to the service provision operations of the respective covered entities.

(c) Community Service Partner will implement appropriate administrative, physical, and technical safeguards to prevent the use or disclosure of Protected Health Information other than as permitted in this Certification. The Secretary of Health and Human Services shall have the right to audit records and practices related to using and disclosing Protected Health Information to ensure Kings United Way's compliance with the terms of the HIPAA Privacy Rule. Community Service Partner shall report to Kings United Way any use or disclosure of Protected Health

Information that does not comply with the terms of this Certification of which it becomes aware. In addition, Community Service Partner agrees to mitigate, to the extent practicable, any harmful effect of the use or disclosure of Protected Health Information in violation of the requirements of this Certification or the MOU.

III. AVAILABILITY OF PHI

Community Service Partner agrees to make available Protected Health Information to the extent and in the manner required by Section 164.524 of the HIPAA Privacy Rule. Community Service Partner agrees to make Protected Health Information available for amendment and incorporate any amendments to Protected Health Information in accordance with the requirements of Section 164.526 of the HIPAA Privacy Rule. In addition, the Community Service Partner agrees to make Protected Health Information available for disclosure accounting, as required by Section 164.528 of the HIPAA Privacy Rule.

IV. TERMINATION

Notwithstanding anything in this Certification or the MOU, to the contrary, either Party shall have the right to terminate the MOU and this Certification with ten (10) days' written notice.

V. MISCELLANEOUS

Except as expressly stated herein or in the HIPAA Privacy Rule, the Parties to the MOU do not intend to create any rights for any third parties. The obligations of the Community Service Partner under this Section shall survive the expiration, termination, or cancellation of this Certification and/or the MOU and/or the Parties' business relationship. They shall continue to bind the Community Service Partner, its agents, employees, contractors, successors, and assigns as set forth herein.

The Parties agree that if any documentation of the arrangement contains provisions relating to the use or disclosure of Protected Health Information that is more restrictive than the provisions of this Certification or the MOU, the provisions of the more restrictive documentation will control. The provisions of this Certification and the MOU are intended to establish the minimum requirements regarding the use and disclosure of Protected Health Information.

If either Party believes in good faith that any provision of this Certification and/or the MOU fails to comply with the then-current requirements of the HIPAA Privacy Rule, such party shall notify the other Party in writing. For up to thirty (30) days, the Parties shall address in good faith such concern and amend the terms of this Certification and/or the MOU, if necessary, to bring it into compliance. If, after such thirty (30)-day period, the Certification and/or the MOU fails to comply with the HIPAA Privacy Rule, then either Party has the right to terminate upon written notice to the other Party.

Community Service Partner: _____
By: Doug Verboon Title: Chair to the Board of Supervisors
Date: _____



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM July 29, 2025

SUBMITTED BY: Administration – Kyria Martinez/Sarah Poots

SUBJECT: CLAIM FOR DAMAGES FILED BY KIMBERLY JACUINDE

SUMMARY:

Overview:

Upon receipt of the Claim for Damages, Administration investigated the allegations of the claimant and determined there is no liability against the County owed to Kimberly Jacuinde.

Recommendation:

Reject the Claim for Damages filed by Kimberly Jacuinde.

Fiscal Impact:

None.

BACKGROUND:

On June 18, 2025, a Claim for Damages was filed by Kimberly Jacuinde. The claimant alleges that on June 4, 2025, Kings County Sheriff's Deputies, while pursuing her son, Solomon Jose Jacuinde, collided with the fence located in the front yard of the property inhabited by Jacuinde. After investigation of the claim, it was determined that Kimberly Jacuinde is not entitled to compensation for the damaged fence as she is not the owner of the fence, but a tenant on the property. Staff recommends the Board find that the claim is without proper merit and reject the claim.

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2025.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.



COUNTY OF KINGS BOARD OF SUPERVISORS

GOVERNMENT CENTER HANFORD, CALIFORNIA 93230 (559) 852-2362
Catherine Venturella, Clerk of the Board of Supervisors

AGENDA ITEM July 29, 2025

SUBMITTED BY: Administration – Kyria Martinez

SUBJECT: APPOINTMENT OF LIBRARY DIRECTOR

SUMMARY:

Overview:

The position of the Kings County Library Director was vacated on May 20, 2025. The Board directed staff to appoint Tanya Russell as the Library Director for a one-year term, as granted by the California State Library, and set her compensation, with an effective date of July 21, 2025.

Recommendation:

Confirm the appointment of Tanya Russell to the position of Library Director effective July 21, 2025 and set the compensation.

Fiscal Impact:

The position is recommended at \$10,000 per month including management benefits. The salary and benefits were included in the Fiscal Year 2025-2026 Recommended Budget.

BACKGROUND:

The Library Director serves as the executive leader of the Kings County Library System, responsible for overseeing and directing all operations and services provided at the libraries. The library is comprised of Armona Community Library and six branches: Avenal, Corcoran, Hanford, Kettleman City, Stratford, and the Kings County Mobile Library (“The KIMBL”). This position requires a knowledge of County functions and activities, including coordinating the activities of the department with those of other departments and outside agencies. The Library Director is also responsible for planning, developing, and implementing programs and projects, as well as being accountable for achieving departmental objectives and aligning library operations with broader County goals within established policy guidelines.

(Cont’d)

BOARD ACTION:

APPROVED AS RECOMMENDED: _____ OTHER: _____

I hereby certify that the above order was passed and adopted
on _____, 2025.

CATHERINE VENTURELLA, Clerk to the Board

By _____, Deputy.

Agenda Item

APPOINTMENT OF LIBRARY DIRECTOR

July 29, 2025

Page 2 of 2

The minimum qualifications for the Library Director position require a master's degree from an American Library Association accredited institution with major coursework in Library Science. Experience includes a minimum of four years of increasingly responsible experience in the management and administration of a full-service library system. However, the Board of Supervisors may request written permission from the California State Librarian to appoint an unqualified candidate. This permission may be granted for a period not to exceed one year.

Tanya Russell holds a bachelor's degree in history from Fresno State University. She began her employment with Kings County on May 25, 1995, as a Library Assistant. She promoted to Library Technician (later reclassified to Library Technology Specialist) on July 23, 2001, promoted to Librarian on June 19, 2006, then returned to the Library Technology Specialist classification. Tanya has served as the County's Library Manager since April 28, 2014. She also served as Interim Library Director in 2024 and again in 2025.

The Board of Supervisors submitted a request to the California State Library for an exemption to the master's degree requirement. This exemption was approved, allowing for the appointment of Tanya as the County Library Director for a one-year period, through July 21, 2026, in accordance with the conditions outlined in the exemption. This will allow the continuity of services and operations, especially as the County navigates two major library renovation projects, which Tanya has played a crucial role in. Appointing a familiar and capable leader would help stabilize the department while we prepare for a formal recruitment process within the next year. Tanya has worked for the Kings County Library Department for 30 years, which brings extensive operational and institutional knowledge to the Library Director position.

Therefore, it is recommended that the Board appoint Tanya Russell to the position of Library Director effective July 21, 2025 through July 21, 2026, and establish her compensation.

The exemption letter from the California State Library is attached for reference.