



Modoc County Grand Jury Report



FY 2013 - 2014

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Table of Contents

Table of Contents.....2

Grand Jury Roster.....2

Letter from Foreperson.....2

Acknowledgements.....2

Letter from Assistant Presiding Superior Court
Judge David A. Mason.....3

Certification of Report by
Superior Court.....3

GRAND JURY REVIEWS

- Social Services.....4-5
- Law Enforcement
 - Devils Garden Conservation Camp.....5
 - Modoc County Jail.....6-8
- Audit & Finance Committee.....8-9
- Education Committee.....9-10

Become a Grand Juror.....10

Citizen Complaint Form.....11-12

MODOC COUNTY GRAND JURY ROSTER 2013 - 2014

- Hanno Ahrens, Eagleville
- Stephen Blair (Foreman), Alturas
- Alice Lybarger (Librarian), Alturas
- Prudence Miller, Day
- Patty Neubert (Sergeant at Arms), Alturas
- Alma Oilar, Day
- George Romero, Alturas
- Eric Scheetz, Likely
- Renae Sweet (Secretary), Alturas

LETTER FROM FOREPERSON

It has been a great honor to serve on this year's Grand Jury Panel!

I would like to extend my gratitude, appreciation and thanks to all my fellow Grand Jury members for the extensive and dedicated work that was accomplished this year.

We have done several exhaustive and thorough investigations and made appropriate findings and recommendations. We have found that like most things, we have run out of time! There are some issues that have to be left to next year's Grand Jury Panel for follow-up.

Sincerely,

Steve Blair

Grand Jury Foreperson

ACKNOWLEDGEMENTS

The 2013 – 2014 Grand Jury would like to thank the following:

Honorable Judge David Mason and his Court Executive Officer, Ronda Gysin, for their help and guidance.

Sheriff Mike Poindexter and his staff for the use of the conference room.

The cooperation of the various departments and districts during our investigations.

The California Grand Jury Association for the outstanding training sessions and guidance.

All those who appeared before us with their candid testimony.

Superior Court of California

County of Modoc

ROBERT A. BARCLAY JUSTICE CENTER
205 South East Street, Alturas, CA 96101
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(530) 233-6516 ext. 1207

FRANCIS W. BARCLAY
PRESIDING JUDGE

RONDA GYSIN
EXECUTIVE OFFICER

DAVID A. MASON
SUPERIOR COURT JUDGE

June 20, 2014

To: Grand Jury Members

Dear Ladies and Gentlemen:

I want to take this opportunity to express my appreciation and the appreciation of the Superior Court to all of the members of the 2013-2014 Modoc County Grand Jury for a job well done. Your diligence, dedication and hard work are clearly reflected in this year's report.

I want to specifically recognize and extend an individual thank you to Steve Blair for his outstanding leadership as this year's Foreperson. In particular, I would like to commend Mr. Blair and the remaining members who went above and beyond the call of duty by serving an additional term. You provided valuable guidance and continuity to the process.

Finally, I want to recognize and thank the Modoc Sheriff's Department for once again providing our Grand Jury with excellent meeting room facilities that greatly assist the jurors in performing their duties.

Serving as a Grand Juror is not an easy task and I commend each and every one of you for your sincere effort and commitment to addressing the complex, varied and sensitive issues presented to you.

Thanks once again for a job well done.

Sincerely,

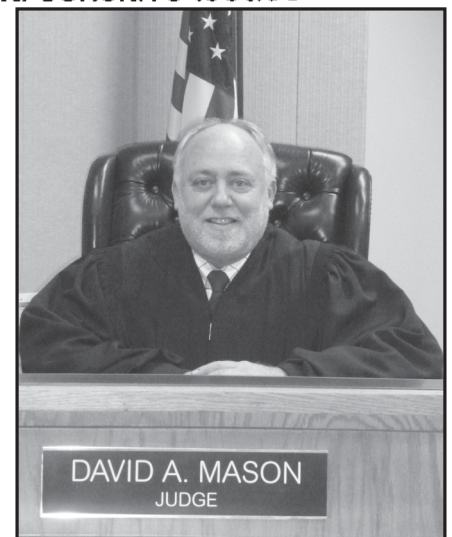


David A. Mason
Assistant Presiding Superior Court Judge



David A. Mason, Assistant Presiding Judge

Date: June 30, 2014



REVIEW OF LOCAL GOVERNMENT - SOCIAL SERVICES

BACKGROUND

Members from the 2012–2013 Modoc County Grand Jury pleaded with the current 2013–2014 Grand Jury panel to continue looking into complaints concerning management at the Modoc County Social Services Department. Their investigation had been cut short by time constraints.

Inappropriate leadership, loss of employees, and lack of training for employees in the Social Service Eligibility section had fairly upended that area of the department’s function and ability to serve the public successfully.

APPROACH

The Grand Jury interviewed former and current employees of the Social Services Department as well as county officials.

Eligibility Workers I and IIs.

Supervisors I and IIs.

Members of the Board of Supervisors.

Other appointed department directors that have day-to-day dealings with the Social Services Department.

Persons with fiscal, clerical, and human resources responsibilities within the Department.

The Grand Jury also reviewed the Corrective Action Plan currently in place.

DISCUSSION

Many questionable practices and procedures were brought to light, especially regarding the handling of personnel. Ten out of twenty-five employees within the department were fired, quit, retired or placed on leave or disability. New hires were not given adequate training and no mentoring was allowed and communication among staff was forbidden. Some workers were favored and others were not. A high-stress, often hostile, environment inside the department developed, pitting worker against worker with distrust and fear of job loss.

Short-staffing was an issue and it prevented the caseload from being serviced in a timely manner, thereby inflicting hardship on needy clients. The impact of workplace chaos on the lives of Social Service clients was mentioned often, and sometimes with tears, from Social Service employees.

The Board of Supervisors is directly responsible for the hiring of department directors, and the Social Services Department is no exception. Directors are appointed and outside the State Merit System. Then, through an ad-hoc committee, the Board is responsible for the oversight of the performance of the director. Adequate follow-up and evaluation of the performance of directors is essential to the continued smooth function of the Department. Peer evaluations and employee assessments of the director could be instrumental in bringing to light exceptional performances as well as failures or inadequacies in a director’s abilities and mental capacity to perform the job.

It was apparent to last year’s Grand Jury and the general public that there was discord within the Social Services Department. The State of California had issues with the Department also, as revealed by the audit of the State of California, Modoc County income and eligibility verification system review. The Board of Supervisors was aware of these problems but took no action to rectify the situation until it became so dire that they were forced to act.

The financial implications of this chaos resulted in increased cost to Modoc County with early retirements, administrative leave payments, a lawsuit, loss of experienced employees, hiring and training of new employees and general unproductivity within the Department.

FACTS

Ten out of twenty-five employees of the Social Services Department left the Department after April 2012, when the new director began her duties. In November 2013, the Department of Social Services again was in need of a new director. During that time period new employee training was provided but no ongoing mentoring was allowed to reinforce the knowledge needed to adequately perform the job. Short staffing hampered their ability to attend off-site training sessions.

An interim director has since been appointed by the Board of Supervisors to rectify the dysfunctional atmosphere and resolve communication issues within the department.

A state review was conducted of the Modoc County Department of Social Services from December 2 through December 5, 2013. A fiscal corrective action plan was prepared in January 2014, and it satisfactorily addressed all the negative findings that were of concern to the State of California.

At the same time, the State conducted a Modoc County income and eligibility verification system review and a Modoc County corrective action plan has since been done. This provided for proper separation of duties between workers, improved record keeping, fraud detection, and information tracking.

UC Davis Extension has been retained to provide on-site training of Eligibility Workers and eleven sessions have already been held. Modoc has obtained web-based training programs of Learning Management (LMS) and the Articulate Program which provide the department with the ability to train new staff and refresher training.

Two long-term and valuable employees have returned to the department.

An out-of-county, retired, former Director of Health and Human Services person has been appointed by the Board of Supervisors to lead an advisory board. Questions as to the balance of this advisory board have been raised as the Social Services staff feels under-represented and unheard by the existing board and there is no representation from behavioral and public health services nor environmental health. An organizational chart was proposed but many questions need answering before its final form is approved and adopted.

FINDINGS

The Board of Supervisors and County Administrative/ Human Relations Office were inconsistent, in their official oversight of the Social Services Department. The Board of Supervisors oversight ended at the director’s door and no complaints by staff or directors of other departments were sought or heard.

A hostile work environment, punitive actions against employees, and management reduction of workplace communication caused employees to have compromised physical and emotional health issues which resulted in unnecessary voluntary and involuntary staff reductions.

RECOMMENDATIONS

After the Board of Supervisors hires department heads they need to be more attentive to their performance, management style, do top-to-bottom reviews, and listen to all employees’ concerns, and do it in a timely manner to prevent problems.

The Board of Supervisors should seek the assistance and expertise of an unbiased and balanced panel of applicant screeners including peers with whom the new director would be working and include a mental health evaluation of the selected applicant.

Due to the ongoing nature of the problems within the Social Services Department the Grand Jury would urge the 2014–2015 Grand Jury to assess the progress of the recovery of the department from their issues with leadership, training and employee communication and

job satisfaction via a report from the Director/Interim Director of the Modoc Department of Social Services.

REQUEST FOR RESPONSES

Pursuant to Penal Code section 933.05, the Grand Jury requests responses as follows:

From the following individual:

- Director/Interim Director Modoc Department of Social Services (R3.)

From the following governing bodies:

- Board of Supervisors (R1, R2.)
- Department of Social Services Advisory Board (R2.)

Reports issued by the Civil Grand Jury do not identify individuals interviewed. Penal Code Section 929 requires that reports of the Grand Jury not contain the name of any person, or facts leading to the identity of any person who provides information to the Civil Grand Jury. The California State Legislature has stated that it intends the provisions of Penal Code Section 929 prohibiting disclosure of witness identities to encourage full candor in testimony in Civil Grand Jury investigations by protecting the privacy and confidentiality of those who participate in any Civil Grand Jury investigations.

REVIEW OF THE LAW ENFORCEMENT COMMITTEE - DEVILS GARDEN CONSERVATION CAMP

DEVIL’S GARDEN CONSERVATION CAMP

The Grand Jury is mandated to tour and inspect this facility annually according to 919(a)(b) of the California Penal Code. Buildings, grounds and rehabilitation training/projects were observed to be in compliance with state-mandated policies and procedures. The State of California’s own inspection check list was examined and negative findings were minimal, insignificant, and corrected within hours of receipt by Camp officials.

Reports issued by the Civil Grand Jury do not identify individuals interviewed. Penal Code Section 929 requires that reports of the Grand Jury not contain the name of any person, or facts leading to the identity of any person who provides information to the Civil Grand Jury. The California State Legislature has stated that it intends the provisions of Penal Code Section 929 prohibiting disclosure of witness identities to encourage full candor in testimony in Civil Grand Jury investigations by protecting the privacy and confidentiality of those who participate in any Civil Grand Jury investigations.

REVIEW OF THE LAW ENFORCEMENT COMMITTEE - MODOC COUNTY JAIL

SUMMARY

It is mandated by the State of California that the Grand Jury conducts an annual review and inspection of the county jail facilities.

GOALS OF COMMITTEE

Inspect the physical condition of the Modoc County Jail with special attention to safety and security issues for inmates and all employees of the facility as well as general operating conditions.

Determine whether previous Grand Jury recommendations have been met or addressed.

Identify the top concerns and needs of employees of the jail.

APPROACH

The Committee made a tour and inspection of the Modoc County Jail on two occasions.

Interviews were made with Modoc County Jail employees.

Interviews were made with other Modoc County officials with specific questions directly pertaining to the jail.

The Committee obtained and reviewed detailed budgets and records that included revenues and expenditures from 2010 to February 2014.

Reviewed equipment maintenance expenditures from 2012 to February 2014.

Reviewed accounts payable records for all maintenance expenditures from 2012 to February 2014.

Reviewed specific vehicle maintenance costs and mileage logs of all vehicles for fiscal years 2012 and 2013.

Reviewed 2012-2014 Biennial Inspection Report compiled by the Board of State and Community Corrections dated July 17, 2013. (Formerly known as Corrections Standards Authority.)

DISCUSSION

Modoc County Jail is designated as a Type II facility. That means it is designed to hold inmates pending

arraignment, during trial and upon a sentence of commitment. These inmates are typically held for short durations.

As a cost-saving measure the State of California passed Assembly Bill 109. AB 109 requires non-violent, non-serious, and non-sex offenders to serve their sentences in a county jail facility instead of in a state prison, thereby shifting the cost and responsibility of housing these inmates to the county. The length of time for holding these inmates could be up to fifteen years; thereby creating a situation that puts additional stress on the staff and the facility. It also has increased the average daily census of inmates by 4 per day every day of the year.

As a result of the increased inmate population and the change in the character of the inmates, issues regarding the lack of adequate staffing, and the inability to segregate these new inmates appropriately due to the antiquated physical facility are now acute and pose a threat to the safety of the staff and inmates as well as the residents of the county.

When a mental patient needs to be transported by the Sheriff's Department to an appropriate facility for care, (usually out of Modoc County), it creates staffing and vehicle shortages which put an additional burden on the Sheriff's Department. The jail lacks a cell for psychiatric inmates, as well as a much needed medical room. This is a major concern to the Grand Jury as it poses potential liability for Modoc County.

During the Committee's review of the financial records of the Modoc County Jail, it was revealed that many of the shortcomings are a direct result of a lack of adequate funding and that the jail's high energy and maintenance costs are draining valuable county resources.

The Sheriff's Department has reported that it has 14 sworn officers and needs 4 more officers to adequately provide law enforcement services to Modoc County. The department is out of compliance with regard to having adequate female staffing. Also, due to short staffing there is decreased time for off-site training of officers to prepare them to respond appropriately to high risk episodes. This puts their lives at risk resulting in safety and liability issues for the officers as well as the residents of Modoc County. It has been reported to us that there is daily online training, and that the general technical training, first aid and shooting skills are adequate and that staff cohesiveness is good.

There are 4,200 square miles that need to be covered by the Modoc County Sheriff's Department. Incidents in one end of the county leave other areas vulnerable and unattended at times. The newest patrol vehicles were purchased in

2009 and many possess mileage in excess of 100,000 miles with some approaching 200,000 miles. Many are lightweight vehicles that are unsuitable for the demands of Modoc County driving. The past request by the Sheriff's Department for fixed asset monies to purchase new vehicles was denied by the Board of Supervisors. The Department's goal would be to purchase three new vehicles a year in an effort to replace high mileage patrol vehicles and keep maintenance costs down.

The Sheriff's Department prepared a presentation and application for a grant that would fund a new Modoc County Jail. Twenty-eight counties vied for the \$500,000,000 available in grant money. Only a handful of counties obtained funding. The Grand Jury feels the Sheriff's Department should apply for the grant again with timely support and cooperation of the Board of Supervisors, county administration and the general public.

Deputies and the Sheriff make a concerted effort to portray a positive presence in the local schools in hopes of recruiting young people into the field of law enforcement that will stay in Modoc County and serve their home community.

FACTS

Title 15, Section 1027 – Number of Personnel- requires that whenever one or more female inmates are in custody, there is at least one female employee immediately available and accessible.

Title 15, Section 1032 – Fire Suppression Pre-Plan requires that fire prevention inspections be conducted by the State Fire Marshal or their local designee biennially.

The fire extinguishers had not been inspected since April 2011 at the first Grand Jury jail tour but had been inspected by the second tour.

There are still no Material Safety Data Sheets in the facility as noted by the 2012-2013 Grand Jury.

The Modoc County Jail is now thirty-five years old. The locks are antiquated, the roof leaks, the cook stove is in need of replacing, and maintenance and energy costs are high.

FINDINGS

F1. The Sheriff's Department has an insufficient number of sworn female officers to house female inmates and be in compliance with Title 15, Section 1027.

F2. The Modoc County Jail inspection by the State Fire Marshal was overdue at the time of the biennial inspection by the Board of State and Community Corrections on July 2013.

F3. Routine inspections of the fire extinguishers are not being done.

F4. Material Safety Data Sheets are not kept on site.

F5. The new members of the Board of Supervisors have not toured the jail and have no first-hand knowledge of the jail conditions.

F6. The Sheriff's Department needs sufficient funds allocated by the Board of Supervisors either specifically designated for or provided for in their general fund to purchase at least three new patrol vehicles a year for the next several years.

F7. The Sheriff's Department was unsuccessful in its attempt to obtain a grant for building a new jail.

RECOMMENDATIONS

R1. The Board of Supervisors should provide the Sheriff with adequate funds to recruit, hire, train and employ a sufficient number of female officers to staff the jail.

R2. The Modoc County Jail needs to keep all inspections up to date. A special calendar or computer program logging all inspection due dates and alerting personnel to seek these inspections before they become overdue would be a useful tool.

R3. Have all fire extinguishers inspected on a yearly basis and replace them when necessary.

R4. Compile a binder with all Material Safety Data Sheets for the substances used in the jail.

R5. The Board of Supervisors should tour the jail on an annual basis.

R6. The Board of Supervisors needs to allocate funding for new patrol vehicles.

R7. The Sheriff's Department should redouble their efforts to obtain a grant to build a new jail facility.

REQUEST FOR RESPONSES

Pursuant to Penal Code section 933.05, the Grand Jury requests responses as follows:

- From the Modoc County Sheriff: (R2, R3, R4, R7.)
- From the Board of Supervisors: (R1, R5, R6.)

Reports issued by the Civil Grand Jury do not identify individuals interviewed. Penal Code Section 929 requires that reports of the Grand Jury not contain the name of any person, or facts leading to the identity of any person who provides information to the Civil Grand Jury. The California State Legislature has stated that it intends the provisions of Penal Code Section 929 prohibiting disclosure of witness identities to encourage full candor in testimony in Civil Grand Jury investigations by

protecting the privacy and confidentiality of those who participate in any Civil Grand Jury investigations.

REVIEW OF AUDIT & FINANCE

SUMMARY

The position of County Auditor is an elected position and the auditor is directly responsible to the citizens of Modoc County. The positions on the Board of Supervisors are elected, and the Board members are directly responsible to the citizens of Modoc County. It is the nature of these two different positions that they have different responsibilities and priorities. Some might say they are adversarial in nature. It is part of the checks and balances we have built into our government system to protect ourselves from government. We need to be wary of any attempts to alter that balance of power. We support the independently elected nature of the position of auditor and oppose any attempt to change it to an appointed position that could undermine the accountability of the auditor to the citizens of Modoc County.

APPROACH

We interviewed all members of the Board of Supervisors, the Auditor three times, the Treasurer, the county Chief Administrative Officer, and several department heads that deal with the Board of Supervisors and the auditor on a routine basis.

We examined many various documents.

We reviewed the Board of Supervisors responses to last year's Grand Jury Report.

DISCUSSION

Last year's Grand Jury reported lapses in the Board of Supervisors' duty to prepare the budget in accordance with legally required timelines. This year there has been no improvement. The summary budget was given to the auditor at 7 p.m. the night before an 8 a.m. meeting for review of changes and corrections which were made on an overhead spreadsheet, and no official budget was given to the auditor in writing or final line item detail for over thirty days. The auditor needs line item details in order to stay within the budget and disperse funds appropriately. The auditor also needs this information in a timely manner so that she can get the books in order to prepare for the State Audit that follows in early December. The Board of Supervisors was aware of the need for the budget but unresponsive to requests from the auditor, thereby making the job difficult. The final budget was provided to the auditor 40 days late.

We have heard requests from several department heads that monthly financial meetings concerning budget needs and priorities be held so that the Board of Supervisor's Ad Hoc Budget Committee gets input from all departments and all departments know they are being treated equally. This would also enable the Board of Supervisors to prepare the budget in a timely manner. In the interest of cooperation and solidarity, a budget done by persons with adequate knowledge of the workings within a department would best serve the interests of the county.

Last year's Grand Jury noted the lack of inventory of county assets including vehicles, computers, furniture and other assets over \$500 in value. There is no control over or accountability for these assets. There is still no policy to identify county-owned fixed assets of any value.

The Board of Supervisors acknowledged the findings of last year's Grand Jury but took no remedial action.

FINDINGS

- F1. The Audit and Finance Committee found that the budget process was neither transparent, nor equitable, and was sometimes done without the input of department heads being taken into consideration.
- F2. Fixed Assets under \$500 are not inventoried or controlled.
- F3. There is no accurate listing of Fixed Assets over \$500, including computers that could contain sensitive information.

RECOMMENDATIONS

- R1. Department heads should resume monthly meetings with the budget being the topic of consideration. The Board of Supervisors Ad Hoc Budget Committee should also be present to hear and understand the needs of the department heads and be prepared to present the budget to the citizens and the auditor at the appropriate time.
- R2. Fixed Assets under \$500 should be inventoried.
- R3. Fixed Assets over \$500 should be inventoried and controlled, especially computers.

RESPONSES

Pursuant to Penal Code section 933.05, the Grand Jury requests responses from the following:

From the following individuals:

- Modoc County Administrative Officer (R1, R2, R3.)
- Modoc County Auditor (R1, R2, R3.)

From the following governing body:

- Modoc County Board of Supervisors (R1, R2, R3.)

The governing body indicated above should be aware that the comment or response of the governing body must be conducted subject to the notice, agenda and open meeting requirements of the Brown Act.

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REVIEW OF EDUCATION COMMITTEE

SUMMARY TOPIC -

SALARIES

The Grand Jury received a citizen complaint that “too many school administrators” were receiving salaries over \$100,000 a year and that the school was administratively top heavy. The citizen complained that teachers had no pay raises for a number of years.

APPROACH

The Education Committee interviewed school administrators and an official from the County Office of Education which has fiscal oversight for all of our County school districts. They also looked at salary schedules from 2007 and 2013.

DISCUSSION

Information from interviews with school officials contradicts the complainant’s idea that all school “superintendents” earn more than six figures annually.

There are 12 administrative positions in Modoc County schools. Eight are full time and 4 are part time. Their pay ranges from \$70,000 to \$120,000 a year. There are four superintendents, one is part time. In recent years, management positions were cut from the Office of Education to accommodate changes in revenue from the state. The administrative positions are not always filled.

FACTS

There are 8 full time administrative positions in Modoc County Schools and only one receives pay over \$100,000 annually. Four positions are part time and one

remains unfilled.

Teacher salaries are mandated by California State Law and teachers’ pay is increased automatically every year as demonstrated by the Salary Schedule, a copy of which is available upon request from the Modoc County School District Office.

FINDINGS

Only one superintendent receives an annual salary over \$100,000.

Teachers’ salaries are adjusted upward annually.

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SUMMARY TOPIC -

PROVIDING SCHOOL BUS SERVICE

The Grand Jury received a citizen complaint regarding the canceling of a bus route within the Modoc Joint Unified School District.

APPROACH

We interviewed administrators of the Modoc Joint Unified School District.

DISCUSSION

Initially, it was our purpose to examine facts relating directly to the bus route cancellation. As our understanding progressed, we found evidence that effort was being made to accommodate transportation needs.

In February of 2013 the district became short one driver. The selection process for qualified drivers is very strict, and by June the position was not filled due to a lack of qualified applicants. A special School Board meeting was held and letters were sent to the few families affected. Three or less of the families responded. Cost was also a contributing factor in the route cancellation.

FACTS

Modoc Joint Unified School District (MJUSD) is not required to transport children to and from school. Rather,

transportation is the responsibility of parents and/or guardians.

Many school districts charge a fee for transportation of students. MJUSD does not.

School officials estimated an annual cost of \$42,000 to serve the route in question.

The students affected by this situation no longer reside in the school district.

RECOMMENDATIONS

When it again becomes feasible for MJUSD to serve the currently cancelled bus route, and children again reside along this route, the District should resume service.

MJUSD could seriously consider asking families to pay for bus service.

COMMENTS

The Grand Jury applauds MJUSD faculty and administration for their ongoing efforts to provide a quality education for our young people who will be our future taxpayers and leaders. In our interviews with administrators they were asked what the Grand Jury could do to help with the education process. It was stated that one of the biggest obstacles of effective education was the lack of support of parents in following the schools procedures for disciplining students. In an atmosphere of cooperation with parents and teachers, children have a better chance to become responsible citizens who will make us all proud.

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BECOME A GRAND JUROR

The law states grand jury applicants must have the following qualifications:

- Citizen of the United States.
- 18 years of age or older.
- Resident of state and county or city and county for one year prior to being selected.
- In possession of natural faculties, ordinary intelligence, sound judgment, fair character.
- Possess sufficient knowledge of the English language.

Beyond the legal requirements, there are more specific qualifications which are desirable for a grand juror:

- A general knowledge of the functions, authorities and responsibilities of the county and city governments and other civil entities.
- Research abilities, including complex reading capabilities, background in accessing/analyzing facts and report writing.
- Substantial background in group/committee work.
- Respect and objectivity concerning the positions and views of others.

Contact the Modoc County Superior Court at
205 S. East Street, Alturas, CA 96101
or call 530-233-6516 ext.1207 to learn more.

MODOC COUNTY SUPERIOR COURT

205 S. East Street, Alturas, CA 96101

Phone 530-233-6516 ext.1207

www.modocsuperiorcourt.ca.gov

MODOC COUNTY GRAND JURY
 205 S. East Street • Alturas, CA 96101
CITIZEN COMPLAINT FORM

Your Name: _____ Date: _____
Print or type

Mailing Address: _____
Street or PO Box City State Zip Code

Telephone: _____
Home Work

1. Entity and Individuals- *Identify entity (agency, organization or department) and individuals about whom or which you are making this complaint.*

Agency, organization or department: _____ Telephone # _____

Business Address: _____

Agency Director, Manager or Department Head: _____

Staff Persons Involved: _____

2. Summary of Issues- Briefly state each separate issue for investigation, including specific dates, events, individuals involved (staff persons, officials, etc.) Attach additional sheets, if necessary.

3. Your Contacts to Date- *List the agencies and individuals contacted, showing related entity and date of conflict. Also address and telephone number for each if possible.*

4. Potential Grand Jury Contacts – *Who do you think the Grand Jury should contact or interview about this complaint and Why?* _____

5. Your Expectations – *What result(s) do you want from the Grand Jury investigation?*

6. Attachments- *List and attach any correspondence and supporting documentation that you believe are pertinent to this complaint.*

Among the many responsibilities and authorities of the Grand Jury is the investigation of Citizens Complaints. The Grand Jury serves as a “watchdog of citizens” to ensure that all branches of local government (i.e. County of Modoc, City of Alturas, their departments, officials, staff, as well as agencies or organizations with jurisdiction within Modoc County) are being administered efficiently, honestly, and in the best interest of the public. **All complaints submitted to the Grand Jury are handled in strictest of confidence as protected by State Law.**

Signature and Date – Please sign and date your complaint below.

Signature

Print Name

Date