



Meeting Minutes

Napa County Board of Supervisors

Joelle Gallagher, District 1
Ryan Gregory, District 2
Anne Cottrell, District 3
Alfredo Pedroza, District 4
Belia Ramos, District 5

* This is a simultaneous meeting of the Board of Supervisors of Napa County, Napa County Public Improvement Corporation, Silverado Community Services District, Monticello Public Cemetery District, In-Home Supportive Services Public Authority of Napa County, Lake Berryessa Resort Improvement District, Napa Berryessa Resort Improvement District, Napa County Housing Authority, and the Napa County Groundwater Sustainability Agency.

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Tuesday, November 28, 2023

9:00 AM

**Board of Supervisors Chambers
1195 Third Street, Third Floor**

***Consolidated**

1. **CALL TO ORDER; ROLL CALL**

Present: Chair Belia Ramos, Vice-Chair Joelle Gallagher, Supervisors Anne Cottrell, Ryan Gregory, and Alfredo Pedroza. The meeting was called to order by Chair Belia Ramos.

2. **PLEDGE OF ALLEGIANCE**

Chief Information Officer Jon Gjestvang led the assembly in the Pledge of Allegiance.

3. **PET OF THE WEEK**

Animal Shelter Manager Katie Ribardiere presented the Pet of the Week (Duke).

4. **PRESENTATIONS, PROCLAMATIONS, AND COMMENDATIONS**

None

5. **CONSENT CALENDAR - SPECIAL DISTRICTS**

Motion Text: Approve the Special Districts Consent Calendar.
Voting Yes: Gregory, Gallagher, Cottrell, Pedroza, and Ramos
Corrections: None
Result: Passed

Lake Berryessa Resort Improvement District

- A. District Engineer requests adoption of a Resolution calling a special election to be held on Tuesday March 5, 2024 for the purpose of establishing the Lake Berryessa Resort Improvement District's (LBRID) appropriations limit for Fiscal Years 2024-2025 through 2027-2028.

[23-1912](#)

Enactment No: R-2023-03 (LBRID)

Napa Berryessa Resort Improvement District

- B. District Engineer requests the following:
1. Award of a construction contract for the "Wastewater Disposal Sprayfields Rehabilitation Project, NB 23-02, to Brightview Landscape Development, Inc. of San Fernando, California, for their low bid of \$436,019, and authorization for the Chair to sign the construction contract; and
 2. Approval of a Budget Amendment for the following (4/5 vote required):
 - a. Increase Interfund Transfers Out appropriations by \$525,000 in Fund 1000, Sub-division 1058006, Account 56100 (2020 Lightning Fire Complex) with use of its available fund balance; and
 - b. Increase Construction Services appropriations by \$525,000 in the Program 24013 (Wastewater Disposal Sprayfields Rehab) budget (Fund 5240, Sub-Division 5240500) offset by an increase in revenue from the transfer-in from the 2020 Lightning Fire Complex budget.

[23-1670](#)

6. CONSENT CALENDAR

Motion Text: Approve the Consent Calendar.

Voting Yes: Gregory, Pedroza, Cottrell, Gallagher, and Ramos

Corrections: None

Result: Passed

Agricultural Commissioner

- A. Agricultural Commissioner/Sealer of Weights & Measures requests approval of and authorization for the Chair to sign Memorandum of Understanding No. 240225B with Napa, Marin and Sonoma Counties to hold a Pesticide Disposal Event funded by the Department of Pesticide Regulation (DPR).

[23-1857](#)

Enactment No: A-240225B

Auditor-Controller

- B. Auditor-Controller requests the Board accept and instruct the Clerk of the Board to file a report on Community Facilities Districts 2012-1 Milliken-Sarco-Tulocay (MST) for Fiscal Year 2022-23 in compliance with Section 50075.1 of the California Government Code. [23-1905](#)

Clerk of the Board

- C. Clerk of the Board requests the following actions to the Napa County Arts and Culture Advisory Committee: [23-1854](#)
1. Reappointment of Teressa Foss, representing County-At-Large with the term of office to commence immediately and expire September 30, 2024;
 2. Reappointment of Andrea Saenz, representing Education of Arts and Culture with the term of office to commence immediately and expire September 30, 2026; and
 3. Reappointment of David Ruane, representing Youth Arts with the term of office to commence immediately and expire September 30, 2026.
- D. Clerk of the Board requests the reappointment of John Pearson and Mary G. Palmer to represent Organization Concerned with Older Adults and Victoria Lancaster to represent District 1 to the Napa County Commission on Aging with terms of office to commence immediately and expire September 30, 2025. [23-1864](#)
- E. Clerk of the Board requests approval of minutes from the November 7, 2023 regular meeting. [23-1913](#)
- F. Clerk of the Board requests the reappointment of Scott Upton to represent Alternate Public Member and Kenneth Van Oeveren to represent Alternate Napa County Volunteer Firefighter to the Napa County Fire Services Advisory Committee with terms of office to commence immediately and expire September 10, 2025. [23-1914](#)
- G. Clerk of the Board requests the appointment of Fred Sallam to represent the position of At Large to the Napa County Veterans' Commission with a term of office to commence immediately and expire March 20, 2024. [23-1918](#)

County Counsel

- H. County Counsel requests approval of and authorization for the Chair to sign Amendment No. 4 to Agreement No. 210364B with Renne Public Law Group LLP, increasing the maximum compensation to \$800,000 per fiscal year, and extending the term from June 30, 2024 to June 30, 2026. [23-1710](#)

Enactment No: A-210364B Amend. 4

County Fire Department

- I. Deputy County Fire Chief requests adoption of a Resolution to apply for and participate in the 2023 Volunteer Fire Capacity (VFC) Grant Program of the Cooperative Forestry Assistance Act of 1978 for a maximum of \$8,486 for the term of November 28, 2023, through June 30, 2024, to provide partial funding for cellular signal boosters to be used for the Napa County Volunteer's apparatus. [23-1848](#)

Enactment No: R-2023-138

Human Resources – Division of CEO's Office

- J. Director of Human Resources and Sheriff request adoption of a Resolution amending the Departmental Allocation List for Sheriff's Office by adding one 1.0 full-time equivalent (FTE) Evidence Specialist, effective December 9, 2023, for recruitment purposes, with a net increase of one 1.0 FTE. [23-1886](#)

Enactment No: R-2023-139

- K. Director of Human Resources and Director of Public Works request adoption of a Resolution amending the Departmental Allocation List for the Public Works Department by deleting two 1.0 full-time equivalent (FTE) Building Maintenance Worker - Limited Term and adding two 1.0 FTE Building Maintenance Worker, effective December 9, 2023 with no net increase in FTE. [23-1907](#)

Enactment No: R-2023-140

Library

- L. Director of Library Services and Community Outreach requests the following regarding Fiscal Year 2023-2024 California Library Literacy Services (CLLS) allocations: [23-1829](#)
1. Acceptance of funding in the amount of \$43,074 for the Adult Literacy Program; and
 2. Acceptance of funding in the amount of \$55,295 for the Family Literacy Program.

Planning, Building and Environmental Services (PBES)

- M. Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 220139B with Environmental Services Associates, Inc. (ESA), increasing the compensation by \$36,579 for a new maximum of \$374,995 and amending the scope of work to include additional analysis in the air quality technical report and further testing to determine the potential significance of archaeological resources on the project site. [23-1705](#)

Enactment No: A-220139B Amend. 1

- N. Director of Planning, Building and Environmental Services requests adoption of a Resolution authorizing the submission of an application to the California Department of Resources Recycling and Recovery (CalRecycle) for a Waste Tire Enforcement Grant in the amount of \$25,410 for the State's Fiscal Year 2023-2024 award cycle to be received in County Fiscal Year 2024-2025 and authorization for the Assistant Director or designee to execute the necessary grant documents. [23-1870](#)

Enactment No: R-2023-141

Probation

- O. Chief Probation Officer requests approval and authorization for the Chair to accept grant funding and sign Agreement No. 240202B with the Office of Traffic Safety for a maximum contract amount of \$300,000 for the term October 1, 2023 through September 30, 2024 to provide intensive probation supervision for high-risk felony and repeat DUI offenders. [23-1824](#)

Enactment No: A-240202B

Public Works

- P. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Lease Agreement No. 240166B (formerly 8513) with Abode Services, Inc. for use of an adult homeless shelter located at 100 Hartle Court in Napa for no rental fee, to extend the term to be automatically renewed and coterminous with Service Agreement No. 210018B and any amendments thereto, or successor agreements that provide the same or substantially similar services, for operation of an adult homeless shelter. [23-1739](#)

Enactment No: A-240166B Amend. 1

- Q. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 6 to Lease Agreement No. 170064B with James B. Duncan and Nancy A. Duncan for County's use of space located at 1834 Soscol Avenue, Suite A, within the City of Napa, extending the term through January 31, 2025 and increasing the monthly rent by 3%, for a new monthly rent of \$3,776, for the term February 1, 2024 through January 31, 2025, to continue to operate an Evening Reporting Center for youth for the Napa County Probation Department. [23-1773](#)

Enactment No: A-170064B Amend. 6

- R. Director of Public Works requests the following actions: [23-1794](#)
1. Award of a contract to Azul Works Inc., of San Francisco, California for their low base bid of \$765,790 and authorize the Chair to sign the construction contract for the Partrick Road Bridge Repair, RDS 20-12 project; and
 2. Approval of a Budget Amendment for the following (4/5 vote required):
 - a. Increase Transfers Out appropriations by \$1,098,948 in the Accumulated Capital Outlay Fund (ACO) (Fund 3000, Sub-Division 3000000, Account 56100) with the use of its available fund balance to be transferred to Project R8020, Partrick Road Bridge MPM 0.88; and
 - b. Increase Construction Services appropriations by \$1,098,948 in Project R8020 (Fund 2040, Sub-Division 2040500, Project R8020, Account 52360) offset by a transfer-in revenue from the ACO.

Director of Public Works Steven Lederer reported this item was the last of the Federal Emergency Management Agency's (FEMA's) funded earthquake projects.

- S. Director of Public Works requests the following actions (4/5 vote required): [23-1799](#)
1. Adoption of two Resolutions authorizing the Director of Public Works to submit the following Program Supplement Agreements to the California Department of Transportation (Caltrans) and to take related actions to secure and implement grant funding for local transportation projects:
 - a. Program Supplemental Agreement with Caltrans for Federal-Aid Project No. F062 (Guardrails); and
 - b. Program Supplemental Agreement with Caltrans for State-Aid Project No. 00000A318 (Intersections);
 2. Change “HSIP Cycle 11” project name (Fund 2040, Sub-Division 2040500, Project 22042) to “HSIP Cycle 11 Guardrails” project;
 3. Approval to create a new Roads Capital Improvement Project for HSIP Cycle 11 Intersection Improvements Project (Fund 2040, Sub-Division 2040500, Project 24015); and
 4. Approval of Budget Amendment for the following:
 - a. Increase Transfer Out appropriations by \$150,000 in the SB-1 Non-Operating Special Revenue (SB-1) Fund (Fund 2440, Sub-Division 1220052, Account 56100) offset by use of its available fund balance to be transferred to Project 22042;
 - b. Increase Construction Services appropriations by \$150,000 in Project 22042 (Fund 2040, Sub-Division 2040500, Account 52360) budget offset by transfer in revenue from the SB-1 budget;
 - c. Increase Transfer Out appropriations by \$300,000 in SB-1 (Fund 2440, Sub-Division 1220052, Account 56100) offset by use of its available fund balance to be transferred to Project 24015; and
 - d. Increase Construction Services appropriations by \$300,000 in Project 24015 (Fund 2040, Sub-Division 2040500, Account 52360) budget offset by transfer in revenue from the SB-1 budget.
- Enactment No: R-2023-142; R-2023-143**
- T. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 6 to Agreement No. 180073B with Superior Building Services, Inc. increasing maximum compensation by \$35,140 for Fiscal Years 2023-24 and 2024-25 for a new annual maximum of \$141,895 per fiscal year to compensate for additional custodial services and supplies at various County locations. [23-1838](#)
- Enactment No: A-180073B Amend. 6**

- U. Director of Public Works requests approval of a Budget Amendment increasing Depreciation Expenses appropriations by \$10,000 and Equipment appropriations by \$33,875 in the Lake Berryessa Concessions budget (Fund 5080, Sub-Division 5080000, Accounts 54600 and 55400) with offsetting decrease to Fleet Charges appropriations within the same budget (Fund 5080, Sub-Division 5080000, Account 52906) and establishment of Capital Assets for the following (4/5 vote required): [23-1875](#)
- a. \$22,048 for 2020 Coleman Travel Trailer;
 - b. \$20,916 for 2019 Keystone Hideout Travel Trailer;
 - c. \$10,901 for 2022 John Deer Gator;
 - d. \$10,901 for 2022 John Deer Gator;
 - e. \$13,000 for GMC 1 Ton (2003) including Water Spray System; and
 - f. \$20,529 for New Dock + Gangway + Cleats and attachments.
- V. Director of Public Works requests the following actions: [23-1876](#)
- 1. Approval of and authorization for the Chair to sign Amendment No. 3 to Agreement 230411B with Napa Community Firewise Foundation increasing the amount by \$120,000 for a new maximum of \$820,000 and amending the scope of work to include the removal of dead standing hazardous trees within the public right of way as a part of Storm Debris Cleanup services; and
 - 2. Approval of a Budget Amendment for the following (4/5 vote required):
 - a. Increase Transfers Out appropriations by \$95,000 in the Accumulated Capital Outlay Fund (ACO) (Fund 3000, Sub-Division 3000000, Account 56100) with the use of the available fund balances to be transferred to Project 23044, Storm Debris Cleanup; and
 - b. Increase Construction Services appropriations by \$95,000 in Project 23044 (Fund 2040, Sub-Division 2040500, Project 23044, Account 52360) offset by a transfer-in revenue from the ACO.
- Enactment No: A-230411B Amend. 3**
- W. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 170853B with Allegion Access Technologies, LLC (formerly Stanley Access Technologies, LLC) increasing maximum compensation to \$35,000 for Fiscal Year 2023/24 to provide on-call services for automatic doors located in County-owned buildings. [23-1878](#)
- Enactment No: A-170853B Amend. 2**

- X. Director of Public Works requests the following actions regarding repairs to Steele Park Culvert: [23-1879](#)

1. Receive and review report of emergency public work actions in response to the event (see attached Memorandum), accomplished without competitive bidding as authorized by Resolution No. 2015-37;
2. Confirm that based on the report from Public Works, that the emergency does not permit the delay associated with competitive bidding procedures, and that the emergency actions are necessary to respond to the emergency pursuant to Public Contract Code section 22050 (4/5 Vote Required);
3. Creation of a new Lake Berryessa Concessions Capital Project 24018 (Fund 5080, Sub-division 5080500) for the Steele Park Culvert Repair Project;
4. Approval of Agreement No. 240222B for Eakle Construction and Trucking of Pope Valley, California for \$119,014 and authorize County Executive Officer to sign the Professional Services Agreement for the Steele Park Culvert Repair Project; and
5. Approval of a Budget Amendment for the following (4/5 vote required):
 - a. Increase Interfund Transfers Out appropriation by \$119,014 in the Accumulated Capital Outlay Fund (ACO) (Fund 3000, Sub-division 3000000, Account 56100) with use of its available fund balance; and
 - b. Increase Construction Services appropriations by \$119,014 in Lake Berryessa Concessions Project 24018 (Fund 5080, Sub-division 5080500, Account 52360) budget with offsetting revenue from the transfer from the ACO.

Enactment No: A-240222B

- Y. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 220297B with Conservation Corps North Bay, Inc., to extend the term to June 30, 2025, with no change to compensation rates, to provide litter abatement and other waste-related services in the Zone One waste collection area. [23-1881](#)

Enactment No: A-220297B Amend. 1

Z. Director of Public Works requests authorization to close the Animal Shelter on Thursday, December 21, 2023, from 3:30 p.m. to 5:00 p.m. to hold an all-hands meeting and recognition of staff, volunteers and partners of the Napa County Animal Shelter. [23-1899](#)

AA. Director of Public Works requests the following actions regarding the Napa County Facilities Master Planning project: [23-1910](#)

1. Approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 230400B with M. Arthur Gensler Jr. & Associates, Inc, doing business as Gensler, increasing the maximum compensation by \$79,485 for a maximum of \$564,304 to conduct structural, seismic, and condition assessments and analysis of the County Administration Building and Hall of Justice; and

2. Approval of a Budget Amendment for the following (4/5 vote required):

a. Increase Intrafund Transfers Out appropriation by \$50,000 in the Accumulated Capital Outlay (ACO) (Fund 3000, Sub-Division 3000000, Account 57900) with use of its available fund balance to fund Project 23045, the Napa County Facilities Master Planning Project; and

b. Increase Consulting Services appropriations by \$50,000 in Project 23045 (Fund 3000, Sub-Division 3000560, Project 23045, Account 52310) offset by a transfer-in revenue from ACO.

Enactment No: A-230400B Amend. 1

AB. Director of Public Works requests the following actions regarding the purchase of five Capital Assets (4/5 vote required):

[23-1919](#)

1. Approval to establish three Capital Assets, a waiver of competitive bidding requirement and sole source award to Pape Machinery for the purchase of one John Deere 35 G excavator in the amount of \$68,000, one Trailing TKT16 U trailer in the amount of \$26,000 and one set of PSM Coupler Forks in the amount of \$7,000;
2. Approval to establish one Capital Asset, a waiver of competitive bidding requirement and sole source award to RoadVista for the purchase of one Retroreflectometer in the amount of \$15,000;
3. Approval to establish one Capital Asset and competitive bid award to First Vanguard Rental and Sales, Inc. for the purchase of one Wylie 500 Gallon Water Trailer in the amount of \$11,000;
4. Approval of a Budget Amendment for the following:
 - a. Increase Equipment appropriations in Roads Operations Budget (Fund 2040, Sub-division 2040000, Account 55400) by \$33,000 with the use of its available fund balance for the purchase of one set of PSM Coupler Forks (\$7,000), one Retroreflectometer (\$15,000) and one Wylie 500 Gallon Water Trailer (\$11,000);
 - b. Increase Fleet Charges appropriations in Roads Operations Budget (Fund 2040, Sub-division 2040000, Account 52906) by \$94,000 with the use of its available fund balance to transfer to Fleet-Roads Equipment Replacement Budget (Fund 4100, Sub-division 4101000) for the purchase of one John Deere 35 G excavator (\$68,000) and one Trailing TKT16 U trailer (\$26,000); and
 - c. Increase Equipment appropriation in Fleet- Roads Equipment Replacement Budget (Fund 4100 Sub-division 4101000 Account 55400) by \$94,000 for the purchase of one John Deere 35 G excavator (\$68,000) and one Trailing TKT16 U trailer (\$26,000) off set by the transfer from the Roads Operations Budget.

AC. Director of Public Works requests the following approvals related to easements and property necessary for the Dry Creek Road Bridge over Dry Creek Replacement Project, RDS 15-22:

[23-1924](#)

1. Approval and authorization for the Chair to sign Amendment No. 1 to Purchase and Sale Agreement No. 230226B with Anna M. Baker, Melissa R. Baker, and Mercedes C. Baker, as Trustees of the Karen Louise Baker Bypass Trust (Assessor's Parcel Number 027-530-003) to add Title VI of the Civil Rights Act of 1964 compliance text as required by Caltrans;
2. Approval and authorization for the Chair to sign Amendment No. 1 to Purchase and Sale Agreement No. 230231B with Shai Shefer, a married man as his sole and separate property and Gil Shefer, an unmarried man as Joint Tenants (Assessor's Parcel Number 027-330-002) to add Title VI of the Civil Rights Act of 1964 compliance text as required by Caltrans; and
3. Approval and authorization for the Chair to sign Amendment No. 1 to Purchase and Sale Agreement No. 230263B with Terry Herlihy, Dan Herlihy and Lisa Carlson, Successor Trustees (Assessor's Parcel Number 027-330-017) to add Title VI of the Civil Rights Act of 1964 compliance text as required by Caltrans and increase the maximum compensation by \$1,700 for a new maximum of \$6,000 to cover expenses incurred due to delays in the escrow process.

**Enactment No: A-230226B Amend. 1; A-230231B Amend. 1;
 A-230263B Amend. 1**

AD. Director of Public Works requests the adoption of a Resolution for approval of and authorization for the Chair to sign Cooperation Agreement No. 240223B with Caltrans to review the Project Initiation Document (PID) for the Napa Valley Vine Trail from Yountville through St. Helena Project for a not to exceed amount of \$200,000 and a term that shall terminate 180 days after PID is signed by Caltrans or as mutually agreed by Caltrans and the County in writing.

[23-1930](#)

Enactment No: R-2023-144; A-240223B

- AE. Director of Public Works requests the following actions regarding the 2024 Annual County Bridge Repairs Project (4/5 vote required):
1. Approval to create a new Roads CIP Project for the 2024 Annual County Bridge Repairs Project (Fund 2040, Org 2040500, Project 24017); and
 2. Approval of a Budget Amendment for the following:
 - a. Increase Transfer Out appropriations by \$500,000 in the SB1 Non-Operating Special Revenue Fund (SRF) budget (Fund 2440, Sub-Division 1220052, Account 56100) to transfer to Project 24017 offset by use of its available fund balance; and
 - b. Increase Construction Services appropriations by \$500,000 in Project 24017 budget (Fund 2040, Sub-Division 2040500, Project 24017, and Account 52360) offset by transfer in revenue from the SB1 Non-Operating SRF budget.

[23-1933](#)

- AF. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 210302B with Peterson Mechanical, Inc. to revise the scope of work with updates to service locations and for a new maximum compensation of \$263,171 in Fiscal Year 23/24, and for a new maximum compensation of \$281,100 in optional renewal Fiscal Years 24/25 and 25/26 for routine heating, ventilations, air-conditioning (HVAC) inspection, and maintenance services.

[23-1936](#)

Enactment No: A-210302B Amend. 2

Sheriff

- AG. Sheriff requests the following actions regarding Fiscal Year 2024-2025 Boating Safety and Enforcement Financial Aid Program:
1. Adoption of a Resolution to apply for and accept a grant award from the California Department of Parks and Recreation, Division of Boating and Waterways for the term July 1, 2024 through June 30, 2025, to conduct boating safety and enforcement activities; and
 2. Appoint the Sheriff or designee to execute all documents, including but not limited to applications, agreements, quarterly activity reports, payment requests, claim forms and other documents that may be required, subject to County Counsel approval.

[23-1719](#)

Enactment No: R-2023-145

7. PUBLIC COMMENT

One (1) person spoke during public comment.

8. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Supervisor Joelle Gallagher reported she and her fellow Supervisors attended last week's California State Association of Counties (CSAC) annual conference and that she attended the following committee meetings during the conference: Women's Leadership Caucus (a quote shared on women's economic recovery after the COVID-19 pandemic: "If all California women and working single mothers earned the same as men in comparable roles, the State's poverty rate for women would be reduced by 40%. That would add an additional \$68 billion to the California economy."); Agricultural and Natural Resources (many counties are integrating their 211 system into their 911 system to triage calls during emergencies and disasters); Government Finance and Administration (counties are looking at asking employees what would it take to keep them rather than their reasons for leaving, and the committee's "State of the State" addressed California being in a mild recession with slow job growth and unemployment creeping up although some economic advisors recently noted that Napa County is not in a recession); and Housing Land Use and Transportation (the Governor's priorities are homeless and housing, mental health, and climate resilience. Housing and Community Development Director Gustavo Velazquez made a presentation and reported there is still a lot of funding in the Homekey program, and they are looking for ways to sustain the program). Supervisor Gallagher also reported on attending a Napa Opioid Safety Coalition meeting via Zoom where Placer County made a presentation on their public awareness campaign called, "One Pill Can Kill," which is to help parents and the community understand fentanyl poisoning and distinguish it from overdoses.

Supervisor Anne Cottrell reported on attending the following committee meetings during last week's CSAC conference: Agricultural and Natural Resources with Supervisor Gallagher (one of the three priorities discussed for the coming year is improved processes with the Federal Emergency Management Association (FEMA)); and a presentation by the initial group of counties that have implemented the Community Assistance, Recovery and Empowerment (CARE) Court to assist people with mental health and substance abuse disorders. The counties discussed the lessons they've learned, and one takeaway was that getting their Public Defenders involved early in the process has been productive for both the Public Defenders and other social services agencies. Supervisor Cottrell reported on attending a tour of Angwin's Las Posadas State Forest with County Fire Chief Mike Marcucci and County Executive Officer Ryan J. Alsop where they also drove part of the disaster evacuation route. Lastly, Supervisor Cottrell reported on attending yesterday's Legislative Subcommittee meeting with Supervisor Ryan Gregory where the State's legislative platform was reviewed, and she thanked County Executive Office Legislative & Policy Analyst Andrew Mize for his efforts.

Supervisor Alfredo Pedroza commended Director of Public Works Steven Lederer and the Roads crew for their tremendous work on paving roads and suggested it would be beneficial if they produced a report that aggregates all the paving work and culvert repairs they've done.

Supervisor Pedroza was not able to attend yesterday's special Regional Climate Action Committee meeting, but he added that he rode BART in San Francisco last night and felt it was safe and clean and acknowledged the transit operators for their great work. Lastly, Supervisor Pedroza reported the Bay Area Housing Finance Authority (BAHFA) awarded Napa County a \$5 million grant that will make a real difference in the community and he commended Director of Housing & Homeless Services Jennifer Palmer for submitting the grant application, which was a very competitive process among the nine Bay Area counties.

Supervisor Ryan Gregory reported on attending the Board of Directors committee meeting during last week's CSAC conference. A main topic of discussion was proposed changes to the Mental Health Services Act ("Prop 1") that will be on the March 5, 2024, Presidential Primary Election ballot. Two parts of the proposition are a \$6.8 billion bond and changes to the Act that would divert 30% of funding for mental health services and programs to housing except for smaller counties that are exempt, such as Napa County. Napa County and CSAC will be tracking the proposition.

Chair Belia Ramos acknowledged attending the CSAC conference with her fellow Supervisors and added to Supervisor Pedroza's report on the \$5 million BAHFA grant that is specifically targeted for senior rental assistance. It is very much in line with what BAHFA hopes to achieve: to prevent people from falling into homelessness. We have the research to back up that if we can prevent this from occurring, we can reestablish housing security, and \$5 million will go a long way to help us achieve this goal.

9. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

None

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

None

11. ADMINISTRATIVE ITEMS

Information Technology Services – Division of CEO's Office

- A. Chief Information Officer requests that the Board receive a presentation related to the implementation of a new Enterprise Data Management Solution and requests the following actions: [23-1704](#)
1. Approval of and authorization for the Chair to sign Professional Services Agreement No. 240184B with Infoverity, U.S., Inc., for a maximum amount of \$604,640, to include consulting and project management professional services for the implementation of a new Enterprise Data Management Software solution, with an anticipated completion date of August 30, 2024;
 2. Approval of and authorization for the Chair to sign an Enterprise Data Management License Software Agreement No. 240185B, for a three-year term of November 28, 2023, through November 27, 2026, for a maximum amount of \$1,015,869;
 3. Approval to establish a new Capital Improvement Project 24011, "Enterprise Data Management" (Fund 3000, Subdivision 3000560) in the amount of \$1,150,000, which includes implementation costs of \$604,640, estimated ITS staff time up to go-live of \$347,830, and seven (7) months of software licensing through June 30, 2024 in the amount of \$197,530; and
 4. Approval of a Budget Amendment to increase appropriations for project 24011 in the amount of \$1,150,000 for the purposes described above (Fund 3000, Subdivision 3000560), offset by the following (4/5 Vote required):
 - A. Increase Appropriations in fund 2000, Subdivision 2001000 HHSA-Agency Administration to transfer out \$380,000 using HHSA available fund balance, with the corresponding transfer in to project 24011; and
 - B. Increase Appropriations in fund 3000, Subdivision 3000000 Capital Projects Fund Accumulated Capital Outlay Division using available fund balance to transfer out \$770,000, with the corresponding transfer in to project 24011.

Chief Information Officer Jon Gjestvang made presentation.

Deputy County Executive Officer-Administration John Buzolich made presentation.

Deputy Chief Information Officer Dan Glascott made presentation.

Discussion held.

Motion Text: Approve the requested actions.
Voting Yes: Cottrell, Gregory, Gallagher, Pedroza, and Ramos
Recusals: None
Result: Passed

Enactment No: A-240184B; A-240185B

12. PUBLIC HEARING - SPECIAL DISTRICTS

None

13. PUBLIC HEARINGS

County Executive Office

A. PUBLIC HEARING 9:00 AM - Richards Boundary Petition

[23-1911](#)

County Executive Officer recommends that the Board of Supervisors hold a hearing on the boundary change proposed by Sheldon Richards in his capacity as Trustee of the J. Sheldon Richards Trust U/A Dated November 10, 2016, and in his individual capacity.

Chair Belia Ramos opened the public hearing.

Assistant County Executive Officer Rebecca Craig made presentation.

Deputy County Counsel Ryan Fitzgerald made presentation.

Lester Hardy, the attorney for petitioner Sheldon Richards, made presentation.

No protests for the boundary change were received.

Chair Belia Ramos closed the public hearing.

Direction was provided to staff to return to the Board within 30 days with a proposed ordinance for the boundary change.

14. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Agency Designated Representatives: Christine Briceño, Director of Human Resources Employee Organization: SEIU 2015 (representing Napa County In-Home Support Services workers)

[23-1866](#)

Closed session held. No reportable action.

- B. PUBLIC EMPLOYEE APPOINTMENT (Government Code Section 54957(b)(1))
Title: Director of Child Support Services

[23-1882](#)

Closed session held.

The Board unanimously appointed Assistant Director of Child Support Services Douglas Durward as the incoming Director of Child Support Services Douglas Durward.

Chair Belia Ramos congratulated Assistant Director Douglas Durward on his promotion and thanked retiring Director Janet Nottley for her 16 years of dedicated service and congratulated her on her upcoming retirement.

Incoming Director of Child Support Services Douglas Durward made presentation.

15. ADJOURNMENT

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, DECEMBER 5, 2023 AT 9:00 A.M.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board