



Meeting Minutes

Napa County Board of Supervisors

Brad Wagenknecht, District 1
Ryan Gregory, District 2
Diane Dillon, District 3
Alfredo Pedroza, District 4
Belia Ramos, District 5

Minh C. Tran, County Executive Officer
Thomas C. Zeleny, Interim County Counsel
Neha Hoskins, Clerk of the Board

Tuesday, January 11, 2022

9:00 AM

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

Final-Supplemental

***Consolidated**

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

Present: Vice Chair Brad Wagenknecht, Supervisors Diane Dillon, Alfredo Pedroza, and Belia Ramos. Chair Ryan Gregory was excused. The meeting was called to order by Vice Chair Brad Wagenknecht.

2. **PLEDGE OF ALLEGIANCE**

Vice Chair Brad Wagenknecht led the assembly in the Pledge of Allegiance.

3. **APPROVAL OF MINUTES**

Motion Text: Approve minutes.

Voting Yes: Pedroza, Ramos, Dillon, and Wagenknecht

Excused: Gregory

Corrections/Recusals: None

Result: Passed

- A. Clerk of the Board requests approval of minutes from the following regular and special meetings: [21-1461](#)

November 2, 2021, November 5, 2021, and November 16, 2021.

4. **PRESENTATIONS AND COMMENDATIONS**

- A. Director of Human Resources to introduce new County employees. [21-1405](#)

Director of Human Resources Christine Briceño introduced new employees.

5. **DEPARTMENT HEAD REPORTS AND ANNOUNCEMENTS**

None

6. CONSENT ITEMS - SPECIAL DISTRICTS

Motion Text: Approve Special Districts Consent Calendar.
Voting Yes: Ramos, Pedroza, Dillon, and Wagenknecht
Excused: Gregory
Corrections/Recusals: None
Result: Passed

Napa County Housing Authority

- A. Auditor-Controller requests acceptance of the Napa County Housing Authority’s financial audit for fiscal year ended June 30, 2021, Performed by Brown Armstrong, Certified Public Accountants. [21-1336](#)
- B. Auditor-Controller requests acceptance of the internal audit quarterly monitoring report to the Napa County Housing Authority for the quarter Ended September 30, 2021. [21-1342](#)

In-Home Support Services Public Authority of Napa County

- C. Director of the IHSS Public Authority requests adoption of a resolution to amended In-Home Supportive Services Public Authority bylaws. [21-1408](#)
Enactment No: R-2022-01 (IHSS)

7. CONSENT ITEMS

Discussion held.

Motion Text: Approve Consent Calendar.
Voting Yes: Ramos, Pedroza, Dillon, and Wagenknecht
Excused: Gregory
Corrections/Recusals: None
Result: Passed

Corrections

- A. Director of Corrections requests approval of the Board to accept grant funding and authorize the County Executive Officer to sign agreements with the California Public Health Department (CDPH) for a maximum amount of \$79,305 during the term August 1, 2021 through July 31, 2024, to cover the cost of collecting and testing inmates and staff for COVID-19, to provide video arraignment for inmates in the quarantine unit and adding temperature and hand sanitization stations for the public and staff. [21-1362](#)

B. Director of Corrections requests approval of the Board to accept grant funding and authorize the County Executive Officer to sign agreements with the State Department of Hospitals for a maximum of \$10,500 annually during the term July 1, 2021 through June 30, 2025, to purchase laptops and software necessary to support telehealth evaluations in the jail. [21-1402](#)

C. Director of Corrections requests approval of and authorization for the Chair to sign Addendum No. 1 to Agreement No. 200333B with Lexipol, LLC for a contract maximum of \$14,345 in fiscal year 2021-22 and \$15,928 in fiscal year 2022-23, to add online corrections-oriented training to an existing contract with Lexipol, LLC. [21-1428](#)

Enactment No: A-200333B Amend. 1

County Executive Office

D. County Executive Officer requests adoption of a resolution making findings in accordance with Assembly Bill (AB) 361 and Government Code Section 54953, for County boards and commissions (including committees) to hold remote teleconference meetings due to the threat of COVID-19. [22-21](#)

Enactment No: R-2022-04

E. SUPPLEMENTAL ITEM [22-31](#)
County Executive Officer requests approval of a Budget Transfer to adjust the adopted budget for Housing & Homeless Services programs as follows:

1. Increase appropriations in Housing and Homeless Subdivision (Fund 2030 20300-00) for salaries and benefits in the amount of \$1,500,000 for Shelter employees; with an offsetting increase in appropriations (Interfund Transfers In) from American Rescue Plan Act (ARPA) (Fund 2460, 10200-50) of \$1,500,000; and

2. Increase appropriations in the ARPA Special Revenue Fund (Fund 2460 10200-50) Interfund Transfer Out account by \$1,500,000 to the Housing and Homeless Subdivision offset by use of available fund balance from proceeds received in May of 2021.

(4/5 vote required)

Elections

- F. Registrar of Voters requests approval of and authorization for the Chair to sign the following regarding redistricting services: [21-1438](#)

- 1. Amendment 1 to Agreement 210286B with Redistricting Partners not to exceed \$7,500 to provide redistricting services for the Napa County Regional Park and Open Space District;

- 2. Revenue Agreement with the Napa County Regional Park and Open Space District to reimburse the County in an amount not to exceed \$7,500 under Amendment 1 and the County for its direct and indirect costs in an amount not to exceed \$5,000 for redistricting services, totaling an amount of \$12,500.

Item removed from the agenda.

Health and Human Services Agency

- G. Director of Health and Human Services requests approval of and authorization for the Chair to sign Agreement No. 220204B with St. Helena Hospital Foundation for a maximum of \$200,000 for the term January 15, 2022 through March 31, 2023 to conduct vaccination clinics and administer COVID-19 vaccines and other agreed upon vaccines such as flu to all eligible attendees per Centers for Disease Control and Prevention guidelines. [21-1196](#)

Enactment No: A-220204B

H. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendments No. 1 to each of the following five Agreements, respectively, to increase the contract maximums, extend the terms through March 31, 2023, and replace the Scope of Work and Compensation exhibits for COVID-19 Community Immunity Outreach and Engagement activities, for a total increase of funding for the five contracts of \$432,908 to be funded by COVID-19 ELC Enhancing Detection Expansion Funding:

[21-1263](#)

1. Agreement No. 220048B with Community Health Initiative, Inc. increasing the amount by \$148,765 for a new maximum of \$301,185;

2. Agreement No. 220049B with Up Valley Family Centers of Napa County, Inc. increasing the amount by \$71,056 for a new maximum of \$132,950;

3. Agreement No. 220050B with On the Move, Inc. increasing the amount by \$71,049 for a new maximum of \$132,943;

4. Agreement No. 220051B with Napa Valley Child Advocacy Network, Inc. doing business as Parent-Child Advocacy Network, Inc. increasing the amount by \$71,057 for a new maximum of \$132,951; and

5. Agreement No. 220052B with Puertas Abiertas Community Resource Center increasing the amount by \$70,981 for a new maximum of \$132,875.

Enactment No: A-220048B Amend. 1; A-220049B Amend. 1; A-220050B Amend. 1; A-220051B Amend. 1; A-220052B Amend. 1

I. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 200273B with Willow Glen Care Center, Inc. increasing the amount by \$250,000 for a new annual maximum of \$750,000 for the term July 1, 2021 through June 30, 2022, and each automatic renewal thereof, and replacing the Compensation exhibit (Exhibit B) for the provision of residential mental health services.

[21-1358](#)

Enactment No: A-200273B Amend. 2

- J. Director of Health and Human Services requests approval of and authorization for the Chair to sign Renewal Agreement No. 190019B with M. Susan Haun, MA doing business as Strategies by Design for a total contract maximum of \$72,800 for the term January 1, 2022 through June 30, 2022 with three additional one-year renewals concluding June 30, 2025 to provide program monitoring, data collection instruments, semi-annual evaluation activity reporting for the Tobacco Control Program.

[21-1390](#)

Enactment No: A-190019B

Human Resources – Division of CEO’s Office

- K. Director of Human Resources and County Executive Officer request adoption of two Resolutions for the following changes to the allocation list:
1. Add one (1.0) FTE limited term Human Resources Analyst I/II in CEO-HR Division to respond to COVID; and
 2. Delete one (1.0) FTE Staff Services Analyst I and add one (1.0) FTE Staff Services Analyst I/II in CEO Office.

[21-922](#)

Enactment No: R-2022-05; R-2022-06

- L. Director of Human Resources and Director of Health and Human Services request adoption of a Resolution amending the Departmental Allocation List for the Mental Health Division of the Health and Human Services Agency, as follows, effective January 11, 2022, with a net increase of three full-time equivalents, and a no impact to the General Fund:

[21-1456](#)

1. Add one 1.0 FTE Staff Services Analyst I/II.
2. Add two 1.0 FTE Mental Health Worker Aide.

Enactment No: R-2022-07

Library

- M. Director of Library Services and Community Outreach requests the following:
1. Board to accept and instruct the Clerk of the Board to file the quarterly report of donations in the amount of \$2,000 or less gifted to Library from October 1, 2021 through December 31, 2021; and
 2. Authorization to accept a donation in the amount of \$35,000 from the Winiarski Family Foundation; and
 3. Chair to sign a letter of appreciation in acceptance of the donation.

[21-1394](#)

Planning, Building and Environmental Services (PBES)

- N. Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign Agreement No. 8641 with the State of California, the Napa County Regional Park and Open Space District (District), and the Skyline Park Citizens' Association, Inc. to provide a right of entry allowing the District to construct and operate a bicycle skills course at Skyline Wilderness Park. [21-1431](#)

Enactment No: A-8641

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

None

9. PUBLIC COMMENT

Three (3) people spoke during public comment.

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

None

11. ADMINISTRATIVE ITEMS

County Executive Office

- A. County Executive Officer requests approval of the Fiscal Year 2022-23 Budget Policies and Budget Calendar. [21-1354](#)

County Executive Office Senior Management Analyst Daniel Sanchez made presentation.

Discussion held.

Two (2) people spoke during public comment.

Motion Text: Approve requested actions as amended.

Voting Yes: Pedroza, Dillon, Ramos, and Wagenknecht

Excused: Gregory

Corrections/Recusals: None

Result: Passed

Planning, Building and Environmental Services (PBES)

- B. Director of Planning, Building and Environmental Services and County Fire Chief request approval of and authorization for the Chair to sign written comments to the California State Board of Forestry and Fire Protection regarding the draft State Minimum Fire Safe Regulations, 2021. [21-1427](#)

Director of Planning, Building, & Environmental Service David Morrison made presentation.

Deputy Director of Planning Building, & Environmental services Patrick Ryan made presentation.

One (1) person spoke during public comment.

Discussion held.

Motion Text: Approve requested actions as amended.
Voting Yes: Dillon, Pedroza, Ramos, and Wagenknecht
Excused: Gregory
Corrections/Recusals: None
Result: Passed

12. SET TIME MATTERS OR PUBLIC HEARING - SPECIAL DISTRICTS

Napa County Groundwater Sustainability Agency

- A. SET MATTER - 1:30 PM [21-1519](#)

Director of Planning, Building and Environmental Services requests adoption of a Resolution approving the Napa Valley Subbasin Groundwater Sustainability Plan and submitting it to the California Department of Water Resources no later than January 31, 2022.

Director of Planning, Building, & Environmental Services David Morrison and Natural Resource Conservation Manager Jamison Crosby made presentation.

Groundwater Sustainability Plan Advisory Committee Chair David Graves and CONCUR Consultant Scott McCreary provided comments.

Discussion held.

Motion Text: Adopt Resolution.
Voting Yes: Pedroza, Ramos, Dillon, and Wagenknecht
Excused: Gregory
Corrections/Recusals: None
Result: Passed
Enactment No: R-2022-02 (GSA)

13. SET MATTERS OR PUBLIC HEARINGS

County Executive Office

- A. SET MATTER 9:05 A.M. [21-1454](#)

Presentation by Dr. Karen Relucio, the County's Public Health Officer and discussion regarding the Coronavirus (COVID-19) situation, for Board direction and possible action.

Public Health Officer Dr. Karen Relucio made presentation.

Discussion held.

Health and Human Services Agency

- B. SET MATTER 10:30 AM [21-1348](#)

Receive the Napa County Mental Health Board annual report covering Fiscal Year July 1, 2020, through June 30, 2021.

Outgoing Mental Health Board Chair Kristyn Miles and current Mental Health Board Chair Rob Palmer presented report.

Discussion held.

County Executive Office

- C. SET MATTER 11:00 AM [21-1318](#)

Dr. Robert Eyler, Sonoma State University Economist, will provide the Board an update on the economic outlook for Napa County.

Assistant County Executive Officer Rebecca Craig introduced Sonoma State University Economist Dr. Robert Eyler.

Sonoma State University Economist Dr. Robert Eyler made presentation.

Discussion held.

14. LEGISLATIVE ITEMS

None

15. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

Supervisor Diane Dillon reported on attending yesterday’s Legislative Subcommittee meeting, as well as a National Association of Counties (NACo) Information Technology meeting wherein the Log4j software bug that has affected some other agencies was discussed in detail.

Vice Chair Brad Wagenknecht reiterated a public comment from earlier in the meeting that the Solano-Napa Area Agency on Agency is actively recruiting for new members.

16. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

Vice Chair Brad Wagenknecht mentioned the Resolution for Item 7D on today’s agenda would be coming back on January 25, 2022 with some amendments regarding remote meeting attendance.

17. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

None

18. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL - POTENTIAL INITIATION OF LITIGATION [22-07](#)

Potential initiation of litigation pursuant to Government Code Section 54956.9(d)(4): (1 matter)

Closed Session not held.

B. CONFERENCE WITH LABOR NEGOTIATORS [22-11](#)

(Government Code Section 54957.6)

Agency Designated Representatives:

Christine Briceno, Director of Human Resources

Employee Organization:

SEIU Local 1021 - NAPE

(Public Services Employee Unit and Supervisory Unit of the County of Napa)

No reportable action.

19. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS SPECIAL MEETING,
TUESDAY, JANUARY 25, 2022 AT 8:00 A.M.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board