



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 Support Services Public Authority of Napa County, LakeBerryessa Resort Improvement District, Napa Berryessa Resort Improvement District, Napa County Housing Authority, and the Napa County Groundwater Sustainability Agency.

www.countyofnapa.org

Tuesday, February 7, 2023

9:00 AM

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

8:00 AM SPECIAL MEETING - CLOSED SESSION

***Consolidated**

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

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

2. **PLEDGE OF ALLEGIANCE**

Supervisor Emeritus Brad Wagenknecht led the assembly in the Pledge of Allegiance.

3. **APPROVAL OF MINUTES**

- A. Clerk of the Board requests approval of minutes from the January 24, 2023 and January 31, 2023 regular and special meetings.

[23-0225](#)

Motion Text: Approve Minutes.

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

Recusals: None

Result: Passed

4. **PRESENTATIONS AND COMMENDATIONS**

- A. Director of Human Resources to introduce new County employees.

[23-0208](#)

Director of Human Resources Christine Briceño introduced the new County of Napa employees.

5. DEPARTMENT HEAD REPORTS AND ANNOUNCEMENTS

None

6. CONSENT ITEMS - SPECIAL DISTRICTS

Motion Text: Approve Special Districts Consent Calendar.

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

Recusals: None

Result: Passed

Napa County Groundwater Sustainability Agency

- A. Interim Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign Agreement No. 230312B with SCI Consulting Group for an amount not to exceed \$84,088 and for the term February 7, 2023, through June 30, 2024, in order to evaluate options and make recommendations for the establishment of fee, special tax or benefit assessment to fund implementation of Napa County's Groundwater Sustainability Plan (GSP) and overall groundwater sustainability program.

[23-0230](#)

Enactment No: A-230312B (NCGSA)

Napa County Housing Authority

- B. Auditor-Controller requests acceptance of the internal audit quarterly monitoring report to the Napa County Housing Authority for the quarter ending September 30, 2022.

[23-0060](#)

7. CONSENT ITEMS

Motion Text: Approve Consent Calendar as amended.

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

Recusals: None

Result: Passed

County Executive Office

- A. Interim County Executive Officer requests the reappointment of Charles Burton on the Emergency Medical Care Committee (EMCC) with the terms of office to commence immediately and expire January 31, 2026.
- B. Interim County Executive Officer requests adoption of a Resolution substituting officers authorized to direct transfer of Tobacco Settlement funds.

[23-0001](#)

[23-0175](#)

Enactment No: R-2023-20

- C. Interim County Executive Officer requests adoption of a Resolution making findings in accordance with Assembly Bill (AB) 361 and Government Code Section 54953, for Board of Supervisors and County boards and commissions (including committees) to hold remote teleconference meetings due to the threat of COVID-19. [23-0201](#)

Item pulled for discussion. See Item 8.

Enactment No: R-2023-21

County Fire Department

- D. County Deputy Fire Chief requests the following actions regarding the purchase of a service body for a new pickup truck in the Fire Marshal's subdivision: (4/5 vote required) [23-0089](#)
1. Approval of a Budget Transfer increasing appropriations by \$12,900, in the Fire Marshal's subdivision (2100001-55400) and in the Fire Operations Subdivision (2100000-57900); offset by a decrease in the Fire Operations Subdivision (2100000-53355); and
 2. Establishment of a capital asset in the amount of \$12,900 for a service body to affix to a new utility truck being purchased for the Napa County Chipping Program.

District Attorney

- E. District Attorney requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 230188B with Napa Emergency Women's Services (NEWS), to increase the maximum compensation to \$67,350, for the term July 1, 2022, through June 30, 2023, for staffing at the Monarch Justice Center. [23-0149](#)

Enactment No: A-230188B Amend. 1

- F. District Attorney requests approval of and authorization for the Chair to sign a Certificate of Assurance for Compliance document that authorizes the District Attorney to apply for and sign grant Subaward documents with the California Office of Emergency Services in the anticipated amount of \$200,000 for the one (1) year term of June 1, 2023 to May 31, 2024 for the electronic Suspected Child Abuse Report system (ES) program. [23-0160](#)

Health and Human Services Agency

- G. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign Revenue Agreement No. 230298B with Department of Health Care Services (DHCS) for a maximum of \$620,000, for the term October 1, 2022, through June 30, 2025, for the Medi-Cal Health Enrollment Navigators Project (Navigators Project), and to sign Agreement No. 230297B with Community Health Initiative Napa County, Inc. (CHI), for a new maximum of \$499,697, for the term upon approval through June 30, 2025, to utilize this Revenue Agreement from DHCS. [22-1990](#)

Enactment No: A-230297B; A-230298B

- H. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign Revenue Agreement No. 230172B with Partnership Health Plan of California (PHC), for a maximum of \$174,000 as well as a no cost Agreement No. 230173B with Collective Medical Technologies, Inc. for the Fiscal Year 2022-2023, and each subsequent renewal, for the provision of Enhanced Care Management (ECM) services. [22-1991](#)

Enactment No: A-230172B; A-230173B

- I. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 190021B with Abode Services, Inc., for a new contract maximum of \$337,168 per fiscal year, for the Fiscal Year 2022-2023, and each subsequent automatic renewal, to address housing and income needs of disabled individuals experiencing chronic homelessness, under the Housing and Disability Advocacy Program (HDAP). [23-0127](#)

Enactment No: A-190021B Amend. 2

- J. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign Revenue Agreement No. 230304B with the California Department of Public Health (CDPH) in the amount of \$2,242,914 for the term July 1, 2022 through June 30, 2027, for public health preparedness activities. [23-0139](#)

Enactment No: A-230304B

- K. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign two Acceptance of Awards from the California Department of Public Health (CDPH) Tuberculosis Control Branch (TBCB): [23-0142](#)
1. Real-time allotment in the amount of \$15,122, for the Fiscal Year 2022-2023, for Tuberculosis Control Local Assistance Funds (Agreement No. 230306B); and
 2. Allotment in the amount of \$4,418, for the term January 1, 2023 through June 30, 2023 for a supplement to support tuberculosis prevention and control activities (Agreement No. 230305B).
- Enactment No: A-230305B; A-230306B**
- L. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to terminate Agreement No. 170806B and sign Revenue Agreement No. 230296B with Department of Health Care Services (DHCS), for participation in the County-based Medi-Cal Administrative Activities (CMAA) program under California's Medi-Cal program. [23-0143](#)
- Enactment No: A-230296B**
- M. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign Amendment No. 2 to Revenue Agreement No. 180182B with Department of Health Care Services (DHCS), modifying the scope of work to update new regulations under California Advancing and Innovating Medi-Cal (CalAIM). [23-0147](#)
- Enactment No: A-180182B Amend. 2**
- N. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign Agreement No. 230307B with Department of Health Care Services (DHCS) that governs the requirements of the Medi-Cal/Mental Health Plan (MHP) for the term July 1, 2022 through June 30, 2027. [23-0148](#)
- Enactment No: A-230307B**
- O. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 170857B with Department of Health Care Services (DHCS) to extend the term of the agreement to March 1, 2024. [23-0150](#)
- Enactment No: A-170857B Amend. 1**

- P. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 200172B with SecureDocs, Inc., amending the term of the agreement to July 1, 2022 through June 30, 2025, with a contract maximum of \$12,000 per fiscal year, in order to provide a hosted software contract database and document storage. [23-0176](#)

Enactment No: A-200172B Amend. 1

- Q. Director of Health and Human Services Agency (HHSA) requests authorization to accept an anonymous donation in the amount of \$12,500 to the County Children's Trust Fund (CCTF). [23-0210](#)

Housing & Homeless Services – Division of CEO's Office

- R. Director of Housing & Homeless Services requests the approval of and authorization for the Chair to sign Agreement No. 230299B for \$35,250 with Ryan O'Connell, doing business as How to ADU, to provide educational videos and technical assistance for applicants with the County's Affordable Accessory Dwelling Unit (AADU) Forgivable Loan Program. [23-0166](#)

Enactment No: A-230299B

- S. Director of Housing & Homeless Services requests adoption of a resolution amending the bylaws of the Napa County Housing Commission. [23-0182](#)

Enactment No: R-2023-22

Human Resources – Division of CEO's Office

- T. Director of Human Resources and Director of Health and Human Services Agency (HHSA) request adoption of a Resolution amending the Departmental Allocation List for the Self Sufficiency Services Division of the Health and Human Services Agency, by adding two 1.0 full-time equivalent (FTE) Eligibility Specialist I/II - Limited Term positions, effective February 18, 2023, through June 30, 2024, with a net increase of two 1.0 FTE, and no impact to the County General Fund. [23-0164](#)

Enactment No: R-2023-23

- U. Director of Human Resources and Director of Corrections request adoption of a Resolution amending the Departmental Allocation List for the Napa County Department of Corrections, by adding one 1.0 FTE Cook III, effective February 18, 2023, and one 1.0 FTE Cook III - Limited Term effective February 18, 2023 through June 30, 2024, and deleting one 1.0 FTE Cook II, effective February 18, 2023, and one 1.0 FTE Cook II - Limited Term effective February 18, 2023 through June 30, 2024, with no increase to FTE, and a slight increase to the County General Fund. [23-0212](#)

Enactment No: R-2023-24

Public Works

- V. Director of Public Works requests approval of the Plans and Specifications and authorization to advertise for sealed bids and opening of the bids at a time, date, and location to be published by the Director of Public Works pursuant to Section 20150.8 of the Public Contract Code for the Silverado Trail Bridge Over Bell Canyon Creek Guardrail Project, RDS 23-09. [23-0010](#)
- W. Director of Public Works requests the following actions related to the Milliken-Sacro-Tulocay (MST) Recycled Water Project: [23-0093](#)
1. Approval and authorization for the Chair to sign Amendment No. 2 to Agreement No. 160113B with Napa Sanitation District providing for reimbursement of the District's costs to make new connections to the recycled water pipeline for properties that annex into the County of Napa Community Facilities District (CFD) 2012-1; and
2. Approval of a Budget Transfer for the following (4/5 vote required):
- a. Increase revenue by \$350,000 in the County of Napa Community Facilities - MST Fund (Fund 2870, Org 2870000, Object 41900); and
- b. Increase appropriations by \$350,000 in the County of Napa Community Facilities - MST Fund (Fund 2870, Org 2870000, Object 52360) offset by the increase in revenue.
- Enactment No: A-160113 Amend. 2**
- X. Director of Public Works requests approval of and authorization for the Chair to sign Space License Agreement No. 230301B with Napa Jet Center, Inc. for approximately 1,350 square feet of space located at the Napa County Airport for \$2,805 per month, through June 30, 2025, to be used for flight training purposes. [23-0168](#)
- Enactment No: A-230301B**
- Y. Director of Public Works requests adoption of a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Plan for the Campbell Creek Culvert Project, which will allow staff to obtain necessary permits and take other actions needed to advance the project to construction. [23-0190](#)
- Z. Director of Public Works requests authorization for the Chair to sign Certificate of Acceptance of Avigation and Hazard Easement Deed for Mr. Victor Smith (Assessor's Parcel Number 046-400-022) to preserve the Napa County Airport's right to engage in and support aviation uses and to prevent the subject property from being used in a manner which creates avigation hazards. [23-0213](#)

Risk and Emergency Services (OES) – Division of CEO's Office

- AA. Interim County Executive Officer, acting as the Director of Emergency Services, requests adoption of a Resolution continuing the State of Local Emergency due to drought conditions that are occurring in Napa County. [22-1213](#)

Enactment No: R-2023-25

- AB. Interim County Executive Officer, acting as the Director of Emergency Services, requests adoption of a Resolution continuing the State of Local Emergency due to pervasive tree mortality in Napa County. [23-0021](#)

Enactment No: R-2023-26

- AC. Interim County Executive Officer requests the following actions regarding Emergency Management Performance Grant 2022 application: [23-0214](#)

1. Adoption of a Resolution approving participation in the federally funded Fiscal Year 2022 Emergency Management Performance Grant Program for the period of July 1, 2022, through June 30, 2024, for a maximum amount of \$160,443;

2. Approval of budget adjustment increasing appropriations for the Emergency Services Grants subdivision (10240-05, 52490) budget by \$160,443 with offsetting revenues from Fiscal Year 2022 EMPG funding; and

3. Delegating signing authority to the Assistant County Executive Officer and the Risk & Emergency Services Manager to accept and administer the program funds, including executing the agreement and any subsequent amendments, modifications which are within budget appropriations. (4/5 vote required)

Enactment No: R-2023-27

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

- 7C:

One (1) person spoke during public comment.

Discussion held.

Motion Text: Approve the requested action.

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

Recusals: None

Result: Passed

9. PUBLIC COMMENT

One (1) person spoke during public comment.

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

None

11. ADMINISTRATIVE ITEMS

County Executive Office

- A. Interim County Executive Officer requests the appointment of one of the following nominees, as submitted by the Napa County City Selection Committee, as the Napa County Representative to serve on the Metropolitan Transportation Commission (MTC) for a new four-year term commencing on February 10, 2023, and expiring on February 9, 2027:

[23-0189](#)

Napa County Board of Supervisor Alfredo Pedroza
City of Napa Councilmember Liz Alessio
Town of Yountville Mayor Marjorie Mohler

Clerk of the Board Neha Hoskins made presentation.

Three (3) people spoke during public comment.

Discussion held.

Motion Text: Reappoint Supervisor Alfredo Pedroza as the MTC Representative.

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

Recusals: None

Result: Passed

- B. Interim County Executive Officer will provide a presentation on the regional greenhouse gas (GHG) inventory, and will request discussion and direction regarding preparation of a Regional Climate Action Plan.

[23-0205](#)

Interim County Executive Officer David Morrison made presentation.

One (1) person spoke during public comment.

Discussion held.

Direction provided to staff.

- C. Interim County Executive Officer will provide a report on pending future agenda items requested at the Board meetings of January 24, 2023, and January 31, 2023, and will request discussion and direction. [23-0209](#)

Assistant County Executive Officer Rebecca Craig made presentation.

Interim County Counsel Thomas Zeleny made presentation.

Discussion held.

Four (4) people spoke during Public Comment.

Direction provided to staff.

Human Resources – Division of CEO’s Office

- D. Director of Human Resources will present and seek direction regarding the recruitment process for County Executive Officer. [23-0019](#)

Director of Human Resources Christine Briceño made presentation.

Discussion held.

Direction provided to staff.

Motion Text: Appoint Chair Belia Ramos and Vice Chair Joelle Gallagher to the ad hoc committee for recruitment of the County Executive Officer.

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

Recusals: None

Result: Passed

12. SET MATTERS OR PUBLIC HEARING - SPECIAL DISTRICTS

None

13. SET MATTERS OR PUBLIC HEARINGS

Human Resources – Division of CEO's Office

A. PUBLIC HEARING 9:00 AM

[23-0200](#)

Director of Human Resources requests the introduction and intent to adopt an Ordinance amending Title 2 (Administration and Personnel) Article III (Terms of Employment) and adding new language to Section Chapter 2, Section 100.180 (Appointments) of the Napa County Code regarding limited-term appointments.

Director of Human Resources Christine Briceño made presentation.

Motion Text: Approve the requested actions.

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

Recusals: None

Result: Passed

County Executive Office

B. SET MATTER 9:30 AM - PG&E

[23-0151](#)

Pacific Gas & Electric representatives will provide an update regarding gas transmission testing and rebuild that includes areas of transmission pipeline that run through multiple jurisdictions: County of Napa, City of Napa, Yountville, St. Helena, and just south of Calistoga.

Pacific Gas & Electric Senior Local Government Affairs officer Mark van Gorder made presentation.

Pacific Gas & Electric Senior Project Manager Brian Garber made presentation.

Pacific Gas & Electric Senior Inline Inspection Engineer Christine Avery made presentation.

Two (2) people spoke during public comment.

Discussion held.

Direction provided.

14. LEGISLATIVE ITEMS

None

15. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

Supervisor Alfredo Pedroza provided the following comments as Fire Services Ad hoc committee member:

- **Committee has met frequently to gain an understanding of the current services provided by CalFire through the Cooperative Agreement, the County Fire Department's organizational structure, and the associated finances.**
- **Reviewed first draft of new Agreement's annual costs for status quo and for recommended staffing improvements to emergency response services. Will review a refined draft later this month. CalFire just implemented a new labor agreement that includes significant increases to compensation, service delivery model staffing, and hours worked.**
- **Revenue sources include property taxes and the CSA 3 property assessment, as well as subcontracted services to the Veteran's Home and Town of Yountville.**
- **Have identified opportunities to realign oversight and delivery of non-emergency response services such as mitigation, grants, and contracted services.**
- **Anticipate presenting proposed two-year Cooperative Agreement for Board consideration in April, effective July 1.**
- **Interested in reviewing results of Fire Master Plan to determine what further improvements to service delivery are identified.**

Supervisor Alfredo Pedroza gave recognition to Chiefs Michael Marcucci and Jason Martin.

Chair Belia Ramos reported on the changes within the CalFire model. She also reported that there is a goal to add an additional eleven firefighters and CalFire is currently reviewing ways to improve its functions.

Supervisor Ryan Gregory reported on attending a Pacific Gas & Electric Town Hall where they discussed Mount Veeder and Browns Valley. Supervisor Gregory also attended a North Bay Watershed Association meeting where there were updates provided regarding Sonoma County's water system. Supervisor Gregory was also named Vice-Chair of the North Bay Watershed Association.

Supervisor Anne Cottrell reported on attending the first local Childcare Planning Council meeting where they discussed participating in the needs assessment to deploy ARPA funds for childcare within the county. Lastly, Supervisor Cottrell met with Geyserville fire station to learn more about Sonoma County's structure.

16. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

Supervisor Joelle Gallagher requested an update on ARPA to understand the allocations and funding of programming.

Supervisor Anne Cottrell requested to have a conversation on old Howell Mountain Road to create a vision or plan.

17. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

None

18. CLOSED SESSION

A. SET MATTER 8:00 AM

[23-0193](#)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)

Title: Director of Public Works

Closed session held. No reportable action.

B. SET MATTER 11:30 AM

[23-0235](#)

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): Claims of Minh C. Tran, Claim Nos. 21-241, 23-306 (2 claims).

Closed Session held. No reportable action.

19. ADJOURNMENT

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, FEBRUARY 28, 2023, AT 9:00 A.M.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board