

Napa County

Board of Supervisors Chambers
1195 Third Street, Third Floor
Napa, CA 94559



Agenda - Final

8:00 AM SPECIAL MEETING - CLOSED SESSION

***Consolidated**

Tuesday, February 7, 2023

9:00 AM

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

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, Lake Berryessa Resort Improvement District, Napa Berryessa Resort Improvement District, Napa County Housing Authority, and the Napa County Groundwater Sustainability Agency.*

www.countyofnapa.org

GENERAL INFORMATION

The Board of Supervisors meets as specified in its adopted annual calendar on Tuesdays at 9:00 A.M. in regular session at 1195 Third Street, Suite 310, Napa, California 94559. The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available through the Clerk of the Board of the Napa County Board of Supervisors. Requests for disability related modifications or accommodations, aids or services may be made to the Clerk of the Board's office no less than 72 hours prior to the meeting date by contacting (707) 253-4580.

The agenda is divided into three sections:

CONSENT ITEMS - These matters typically include routine financial or administrative actions, as well as final adoption of ordinances that cannot be both introduced and adopted at the same meeting. Any CONSENT ITEMS can be discussed separately at the request of any person. CONSENT ITEMS are usually approved with a single motion.

SET MATTERS - PUBLIC HEARINGS - These items are noticed hearings, work sessions, and items with a previously set time.

ADMINISTRATIVE ITEMS - These items include significant policy and administrative actions and are classified by program areas. Immediately after approval of CONSENT ITEMS if the time for hearing SET MATTERS has not arrived, ADMINISTRATIVE ITEMS will be considered.

All materials relating to an agenda item for an open session of a regular meeting of the Board of Supervisors which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, at the time of such distribution, in the office of the Clerk of the Board of Supervisors, 1195 Third Street, Suite 305, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection after the meeting. Availability of materials related to agenda items for inspection does not include materials which are exempt from disclosure under the California Government Code.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD:**ON A MATTER ON THE AGENDA**

Please proceed to the podium when the matter is called and, after receiving recognition from the Chair, give your name and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Board, but is generally limited to three minutes.

ON A MATTER NOT ON THE AGENDA

Public comment is an opportunity for members of the public to speak on items that are not on the agenda but are within the subject matter jurisdiction of Napa County and its related districts and agencies. Public comment is limited to three minutes per speaker. Comments should be brief and focused, and speakers should be respectful of one another who may have different opinions. The Board is here to listen to everyone who wishes to address them, but everyone has the responsibility to act in a civil manner. Please remember this meeting is being recorded and broadcast on live television. The County will not tolerate profanity, hate speech, abusive language, or threats. Also, while public input is appreciated, the Brown Act prohibits the Board from taking any action today on matters raised during public comment.

How to Watch or Listen to the Napa County Board of Supervisors Meetings

The Napa County Board of Supervisors will continue to meet pursuant to the annually adopted meeting calendar available at the following link:

<https://www.countyofnapa.org/DocumentCenter/View/23544/2022-Board-of-Supervisors-Meeting-Calendar>

The Board realizes that not all County residents have the same ways to stay engaged, so several alternatives are offered. Please watch or listen to the Board of Supervisors meeting in one of the following ways:

1. Watch on your TV - Napa Valley TV Channel 28 (programming subject to local pre-emption rules and schedules).
2. Listen on your cell phone via Zoom at 1-669-900-6833 then enter Meeting ID 842-343-169 once you have joined the meeting.
3. Watch via the Internet – view the Live Stream
 - a. via Zoom at the following link: <https://www.zoom.us/join> then enter Meeting ID 842-343-169.
 - b. via Granicus by clicking on the following link: <https://napa.legistar.com/Calendar.aspx> and then click the View Event link in the Video column.
4. You may submit public comment for any item that appears on the agenda or general public comment for any item or issue that does not appear on the agenda by emailing your comment to the following email address: publiccomment@countyofnapa.org. EMAILS WILL NOT BE READ ALOUD.

Via telephone: please call the Board of Supervisors Public Comment Line at (707) 299-1776.

Please mute all audio devices and do not use the speakerphone to prevent echoing.

Please provide your name and the agenda item on which you are commenting. Calls will be placed on hold and heard in the order received. The above-identified measures comply with all legal requirements for participation and public comment, including those imposed by the Ralph M. Brown Act and Executive Order, as amended by AB 361.

For more information, please call (707) 253-4580 or email publiccomment@countyofnapa.org.

1. CALL TO ORDER; ROLL CALL**2. 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](#)

Attachments: [January 24, 2023 Minutes](#)
[January 31, 2023 Minutes](#)

4. PRESENTATIONS AND COMMENDATIONS

- A. Director of Human Resources to introduce new County employees. [23-0208](#)

5. DEPARTMENT HEAD REPORTS AND ANNOUNCEMENTS**6. CONSENT ITEMS - SPECIAL DISTRICTS****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](#)

Attachments: [Agreement](#)

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](#)

Attachments: [NCHA Report for September 30, 2022](#)

7. CONSENT ITEMS**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. [23-0001](#)

Attachments: [Burton Reappointment Application](#)

- B.** Interim County Executive Officer requests adoption of a Resolution substituting officers authorized to direct transfer of Tobacco Settlement funds. [23-0175](#)

Attachments: [Resolution](#)

- 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](#)

Attachments: [Resolution](#)

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](#)

Attachments: [Agreement](#)

- 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](#)

Attachments: [Grant Subaward](#)

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](#)
- Attachments:** [DHCS Agreement](#)
[CHI Agreement](#)
- 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](#)
- Attachments:** [Agreement 1](#)
[Agreement 2](#)
[Service Order Form](#)
- 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](#)
- Attachments:** [Agreement](#)
- 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](#)
- Attachments:** [Agreement](#)
[Exhibit F](#)

- 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).
- Attachments:** [Agreement 1](#)
[Agreement 2](#)
- 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**
- Attachments:** [Agreement](#)
- 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**
- Attachments:** [Agreement](#)
[Exhibit D](#)
[Exhibit F HIPAA BAA](#)
[Contractor Certification](#)
- 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**
- Attachments:** [Agreement](#)
[Exhibit DF](#)
[CCC](#)

- 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](#)

Attachments: [Agreement](#)

- 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](#)

Attachments: [Agreement](#)

- 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](#)

Attachments: [Agreement](#)

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

Attachments: [Resolution](#)
[Redline Bylaws](#)

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](#)

Attachments: [Resolution](#)

- 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](#)

Attachments: [Resolution](#)

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](#)

Attachments: [Project Budget Summary](#)

- 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.

Attachments: [Agreement](#)

- 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](#)

Attachments: [Agreement](#)

- 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](#)

Attachments: [CDFW Comments](#)
[Campbell Notice of Intent](#)
[Campbell Creek Culvert Replacement \(redline\)](#)
[Campbell Creek Culvert MMRP](#)

- 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](#)

Attachments: [Deed](#)

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](#)

Attachments: [Resolution](#)

- 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](#)

Attachments: [Resolution](#)

- 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)

Attachments: [Resolution](#)

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

9. PUBLIC COMMENT

For all matters not listed on the agenda but within the jurisdiction of the Board of Supervisors and Special Districts. (see page 1)

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

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

Attachments: [MTC Letter](#)
[History of MTC Appointments](#)

- 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**

Attachments: [County BOS CAC Presentation](#)
[Updated Napa County Regional 2019 Community Greenhouse Gas Inventory Update Summary](#)
[Updated Napa County Regional Greenhouse Gas Inventory Forecast PowerPoint Presentation \(added after the meeting\)](#)

- 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**

Attachments: [Report](#)

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**

Attachments: [Schedule](#)
[PowerPoint Slide \(added after the meeting\)](#)

12. SET MATTERS OR PUBLIC HEARING - SPECIAL DISTRICTS

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.

Attachments: [Ordinance](#)

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.

Attachments: [PowerPoint Presentation \(added after the meeting\)](#)

14. LEGISLATIVE ITEMS**15. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS****16. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS****17. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS****18. CLOSED SESSION****A. SET MATTER 8:00 AM**[23-0193](#)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)

Title: Director of Public Works

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).

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

I HEREBY CERTIFY THAT THE AGENDA FOR THE ABOVE STATED MEETING WAS POSTED AT A LOCATION FREELY ACCESSIBLE TO MEMBERS OF THE PUBLIC AT THE NAPA COUNTY ADMINISTRATIVE BUILDING, 1195 THIRD STREET, NAPA, CALIFORNIA ON FRIDAY, FEBRUARY 3, 2023 BY 5:00 P.M. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE BOARD OF SUPERVISORS AND AVAILABLE FOR PUBLIC INSPECTION.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board