



A Tradition of Stewardship
A Commitment to Service

**MINUTES OF THE
NAPA COUNTY – BOARD OF SUPERVISORS MEETING**

March 16, 2021

Draft Summary of the Proceedings

1. CALL TO ORDER; ROLL CALL

The Board of Supervisors of the County of Napa met in regular session on Tuesday, March 16, 2021 at 9:00 a.m. with the following supervisors present: Chair Alfredo Pedroza, Vice Chair Belia Ramos, Supervisors Diane Dillon, Ryan Gregory, and Brad Wagenknecht. The meeting was called to order by Chair Alfredo Pedroza.

2. PLEDGE OF ALLEGIANCE

Public Defender Ronald Abernethy led the assembly in the pledge of allegiance.

3. APPROVAL OF MINUTES

None.

13. SET MATTERS OR PUBLIC HEARINGS

- A. 9:05 AM 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.

Two (2) people spoke during public comment.

- B. 10:50 AM First reading and intention to adopt an ordinance adding chapter 2.104 to the Napa County Ordinance Code ratifying campaign contribution limits and establishing a limit on personal loans provided by candidates to their own campaigns.

Deputy County Counsel John Myers made presentation.

Registrar of Voters John Tuteur presented report.

Motion moved by Diane Dillon, seconded by Brad Wagenknecht, to waive reading the balance of the ordinance. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

Motion moved by Ryan Gregory, seconded by Diane Dillon, to approve motion of intent to adopt the ordinance. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

- C. 11:00 AM County Executive Officer and Director of Health and Human Services requests direction and possible action regarding the Tobacco Master Settlement Agreement (MSA) grant award process for Fiscal Year 2021-2022, as follows: Confirm that the total amount of funding available will be \$1.1 million available for competitive awards; Adopt the MSA grant application process maintaining the focus areas for funding in response to the COVID-19 pandemic; and Initiate the grant application process.

Director of Health and Human Services Jennifer Yasumoto made presentation.

County Executive Office Management Analyst Benjamin Guerrieri presented report.

Motion moved by Diane Dillon, seconded by Brad Wagenknecht, to approve requested actions. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

- D. 1:30 PM Recess to the Napa County Flood Control and Water Conservation District (NCFCWCD) meeting (see NCFCWCD Agenda).

4. PRESENTATIONS AND COMMENDATIONS

None.

5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS

Director of Planning, Building, & Environmental Services David Morrison presented report on the County accepting applications for temporary event permits and its process.

7. CONSENT ITEMS

Law & Justice

- A. Public Defender requests adoption of a resolution to support requirements of a grant application for an Indigent Defense Grant Program made available by the Board of State and Community Corrections (BSCC), and authorizing the County Executive Officer, or his designee, to execute the grant application and related documents.

R-2021-23

- B. Chief Probation Officer requests approval of and authorization for the Chair to sign a Memorandum of Understanding (MOU) with Sacramento County for a fee up to \$250 per individual to provide Peace Officer Standards and Training (POST) and Standard and Training for Corrections (STC) training for the term March 1, 2021 through June 30, 2021 with the provision for automatic renewal each fiscal year.

A-210298B

Human Services

- C. Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of the following agreements for the term July 1, 2020 through June 30, 2021 to provide outreach for and linkage to the Medi-Cal program and services as well as facilitate the Medi-Cal application process: Agreement No. 170798B with Cope Family Center, Inc., for a maximum of \$64,179; Agreement No. 170800B with Spirit of Unity in Napa, Inc., dba Puertas Abiertas, for a maximum of \$23,980; Agreement No. 170801B with Community Health Initiative Napa County, Inc., for a maximum of \$73,322; Agreement No. 170803B with Napa Valley Child Advocacy Network, Inc., dba Parent-Child Advocacy Network, Inc., for a maximum of \$23,250; and Agreement No. 170804B with Up Valley Family Centers of Napa Valley, Inc., for a maximum of \$14,590.
- D. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 180308B with GEOCKO, Inc. d.b.a. LiveStories decreasing the amount by \$10,000 for a new total maximum of \$20,000, extending the term for two years through April 9, 2023; and replacing the Compensation Exhibit (Exhibit B) to incorporate a new budget to provide access to a web-based platform designed for data-sharing and storytelling.
- E. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 190278B with Cope Family Center, Inc., increasing the amount by \$49,434 for a new annual maximum of \$126,000 commencing July 1,

2020 and each subsequent renewal thereof, and amending the Compensation and Terms and Conditions to carry out the CalWORKs Home Visiting Program.

- F. Director of Health and Human Services requests approval of and authorization for the Chair to sign the California Department of Technology Snowflake Database Agreement with the California Department of Public Health for the term March 16, 2021 through March 16, 2024 for privacy and security rules regarding SARS-CoV-2 disease surveillance data.

A-210299B

- G. Director of Health and Human Services requests approval of and authorization for the Chair to sign an Agreement with Security & Firearms Training Academy, Inc., for an annual maximum of \$50,000 for the term March 16, 2021 through June 30, 2021 and each automatic renewal thereof to provide educational training for clients participating in the County's Workforce Innovation and Opportunity Act program.

A-210300B

Community Resources & Infrastructure

- H. Director of Library Services and Community Outreach requests approval of and authorization for the Chair to sign Amendment No.1 to Agreement No. 190010B with Midwest Tape, increasing the contract maximum by \$200,000 for a total of \$400,000 to meet the needs and increased demand of Hoopla services for library patrons to access digital media content available on smart phones, tablets, computers and web browsers.
- I. Director of Library Services and Community Outreach requests authorization to accept a federal Library Services and Technology Act (LSTA) grant in the amount of \$15,389 for Napa County Library's Memory Lab Project.
- J. Director of Library Services and Community Outreach requests the following: Board 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, 2020, through December 31, 2020; and Authorization to accept a donation in the amount of \$2,883 from the Robert and Ellen Streich Family Endowment; and The Chair to sign a letter of appreciation in acceptance of the donation.
- K. Director of Library Services and Community Outreach requests authorization to accept a Federal Library Services and Technology

Act (LSTA) grant in the amount of \$5,000 for the California Libraries Cultivating Racial Equity and Inclusion Initiative (CREI Initiative).

- L. Director of Public Works requests the following: Approval of and authorization for the Chair to sign an agreement with Adko Engineering Inc. (Adko), for a maximum of \$182,857 for the term March 9, 2021 through June 30, 2024 for the design of the Dry Creek 9.75 Slide Repair; and Approval of Budget Transfer No. DPW 041 for the following (4/5 vote required): Increase appropriation by \$171,657 in the Measure T Non-Operating Special Revenue Fund to transfer to Program S7312 offset by use of its available fund balance; and Increase appropriations by \$171,657 in Program S7312 (Dry Creek Road-MPM 9.75, RDS 21-06) budget offset by an increase in revenue from the transfer of from the Measure T SRF budget.

A-210301B

- M. Director of Public Works requests approval of and authorization for the Chair to sign an agreement with Peterson Mechanical, Inc. for an annual maximum amount of \$120,505 for routine services and \$125,000 for non-routine repairs and maintenance for the term July 01, 2021 through June 30, 2024 with the option to extend annually for two additional years at the maximum of \$128,250 for routine services and \$132,500 for non-routine repairs and maintenance in years four and five for preventative maintenance, repairs and inspection services of heating, ventilation and air conditioning (HVAC) systems throughout County facilities.

A-210302B

- N. Director of Public Works requests the following (4/5 vote required): Approval of Budget Transfer No. DPW 043 for the following: Increase appropriation by \$117,730 in the Accumulated Capital Outlay Fund (ACO) (Fund 3000, Subdivision 3000000) with use of its available fund balance to transfer funds to S9103 and S9101 Roads CIP projects; Increase appropriations by \$44,998 in the Oakville Grade Road Repair, RDS 19-65 (Fund 2040, Subdivision 2040500, Program S9103), with offsetting revenue from the transfer from the ACO; and Increase appropriations by \$72,732 in the 555 Wall Road, RDS 19-68 (Fund 2040, Subdivision 2040500, Program S9101), with offsetting revenue from the transfer from the ACO.

General Admin & Finance

- O. Chief information Officer requests a waiver of competitive bidding requirement and sole source award to AMS.NET (pursuant to Napa County Code Section 2.36.090) for a maximum of \$22,984 for the term of March 9, 2021 through June 30, 2024 for the purchase of the

following equipment, labor, and licensing for the Countywide wireless internet services project: Meraki Cloud Managed Access Points for \$13,847 for three-year licensing and seventeen Access Points; including \$2,975 labor for a maximum amount of \$16,822; and Wireless Cabling for \$4,550 labor and \$1,612 materials for a maximum amount of \$6,162.

A-210303B

- P. County Executive Officer requests approval of and authorization for the Chair to sign an agreement with Allison Wilensky, Esq. for the term April 1, 2021 through June 30, 2021 with a base compensation of \$30,977 for the initial three-month term and annual compensation of \$127,008 in Fiscal Year 2021-22, with automatic one-year renewals until terminated to provide Juvenile Conflict Public Defender services.

A-210304B

- Q. Director of Housing and Homeless Services requests approval of and authorization for the Chair to sign an agreement with Napa Valley Community Foundation for a maximum of \$30,000 to support the development of the Napa Sonoma Accessory Dwelling Unit Development Center using SB 2 funds awarded to Napa County for this purpose.

A-210305B

- R. Registrar of Voters requests adoption of three (3) resolutions urging the Citizens Redistricting Commission to keep Napa County in a single US House of Representative, State Assembly District and State Senate District together and to share those districts with counties which share our interest in agricultural, tourism and environmental sustainability with staff to prepare transmittal letter for Chair's signature to accompany the resolutions.

R-2021-24

R-2021-25

R-2021-26

- S. County Executive Officer/Emergency Services Officer request the following actions regarding Emergency Management Performance Grant 2020 application: Adoption of a resolution approving participation in the federally funded Fiscal Year 2020 Emergency Management Performance Grant Program for the period of July 1, 2020 through June 30, 2022 for a maximum amount of \$153,326; and Delegation of signing authority to the 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.

R-2021-27

- T. County Executive Officer/Emergency Services Officer request the following actions regarding Homeland Security 2020 grant funding: Adoption of a resolution approving participation in the federally funded FY2020 Homeland Security Grant Program for the period of September 1, 2020 - May 31, 2023 for a maximum amount of \$219,416; Delegation of signing authority to the 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 budgeted appropriations; Approval of Budget Transfer No. CEO019 moving appropriations within the Emergency Services Grants subdivision budget of \$77,497 to the capital assets expense line; and Establishment of a capital asset in the amount of \$100,797 for the purchase of an Underwater Remotely Operated Vehicle (ROV). (4/5 vote required)

R-2021-28

- U. County Executive Officer requests adoption of a resolution designating certain emergency interim successors for each member of the Board of Supervisors pursuant to Napa County Code Section 2.04.080.

R-2021-29

Motion moved by Ryan Gregory, seconded by Brad Wagenknecht, to approve consent calendar. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

None.

6. CONSENT ITEMS - SPECIAL DISTRICTS

- A. Director of Public Works requests approval of Budget Transfer No. DPW 044 increasing appropriation by \$40,000 in Landscaping Services (Fund 2850, Sub-Division 2850000, Account 52340) with the use of its available fund balance in connection with landscape and wildfire mitigation projects for the Silverado Community Services District (SCSD). (4/5 vote required)

Motion moved by Ryan Gregory, seconded by Brad Wagenknecht, to approve special districts consent calendar. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

9. PUBLIC COMMENT

Two (2) people spoke during public comment.

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

None.

11. ADMINISTRATIVE ITEMS

Community Resources & Infrastructure

- A. Director of Library Services and Community Outreach requests the following actions: Appointment of Marianne Lyon to serve as the Poet Laureate for a two-year term to commence March 16, 2021; and Approval for the Chair to sign a letter of appreciation to Jeremy Benson for his service as past Poet Laureate.

Poet Laureate Marianne Lyon made presentation.

Informational only – no action required.

Motion moved by Brad Wagenknecht, seconded by Diane Dillon, to approve requested actions. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

General Admin & Finance

- B. Clerk of the Board requests adoption of a resolution amending the Napa County Policy Manual making non-substantive clarification amendments to Part 60, Section 60.100, "Appeals to the Board of Supervisors under Napa County Code Chapter 2.88."

R-2021-30

Clerk of the Board Jose Luis Valdez presented report.

Motion moved by Ryan Gregory, seconded by Brad Wagenknecht, to approve requested action. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

12. SET MATTERS OR PUBLIC HEARINGS - SPECIAL DISTRICTS

None.

14. LEGISLATIVE ITEMS

- A. County Executive Officer, on behalf of the Legislative Subcommittee, requests discussion and possible action on SB 219 (McGuire) that will relieve the requirement that tax collectors assess penalties on taxpayers who have been unable to pay their taxes timely due to an economic hardship caused by a shelter-at-home order. (Unanimous vote required).

Board of Supervisors Staff Assistant Nelson Cortez presented report.

Treasurer-Tax Collector Robert Minahen presented report.

Motion moved by Ryan Gregory, seconded by Brad Wagenknecht, to approve requested actions. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

- B. County Executive Officer requests discussion and possible action to amend the 2021 State Legislative and Regulatory Platform to include oversight and transparency issues related to telecommunications service companies in two sections: Disaster Recovery, Preparedness & Resiliency (Page 6) and Public Safety Power Shutoff (Page 7).

Board of Supervisors Staff Assistant Nelson Cortez presented report.

Motion moved by Diane Dillon, seconded by Brad Wagenknecht, to approve requested action. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

15. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

None.

16. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

None.

17. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

None.

18. CLOSED SESSION

A. 8:00 AM - SPECIAL MEETING

CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Government Code Section 54957) Title: Director of Planning, Building and
Environmental Services

Closed session held. No reportable action.

B. 11:30 AM - 1 HOUR

CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section
54957.6)

Agency Designated Representatives: Christine Briceno, Interim Director of
Human Resources

Employee Organization: SEIU Local 1021 - NAPE (Public Services Employee
Unit and Supervisory Unit of the County of Napa)

Closed Session not held.

19. ADJOURNMENT

**Adjourned to the Board of Supervisors regular meeting Tuesday,
March 23, 2021 at 9:00 a.m.**

ALFREDO PEDROZA, Chair

ATTEST:

NEHA HOSKINS, Clerk of the Board