



A Tradition of Stewardship  
A Commitment to Service

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

**July 21, 2020**

**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, July 28, 2020 at 9:00 a.m. with the following supervisors present: Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht. The meeting was called to order by Chair Diane Dillon.**

**2. PLEDGE OF ALLEGIANCE**

**Clerk of the Board Jose Luis Valdez led the assembly in the pledge of allegiance.**

**3. APPROVAL OF MINUTES**

**None.**

**4. PRESENTATIONS AND COMMENDATIONS**

**None.**

**5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS**

**Director of Library Services and Community Outreach Anthony Halstead made presentation on current events and updates regarding the Napa County Library.**

**6. CONSENT ITEMS**

**Law & Justice**

- A. Chief Probation Officer requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 170795B with Fieldware, LLC for a maximum of \$65,000 for the term July 1, 2020 through June 30, 2021 to provide an online automated supervision management system for adult offenders.

- B. Chief Probation Officer requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 180163B with Doris Pick, Ph.D., doing business as Fox, Pick and Associates, to extend the term, with no increase in the contract maximum of \$35,000, for the term July 1, 2020 through June 30, 2021 to perform pre-employment peace officer candidate psychological screening examinations.

Public Safety

- C. Sheriff requests approval of and authorization for the Chair to sign the renewal of Revenue Agreement No. 170821B with the Napa County Office of Education for a maximum of \$123,212 for the school year term August 19, 2020 through June 16, 2021 to fund a Deputy Sheriff assigned to provide campus safety at the Juvenile Court and Community Schools.

Human Services

- D. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 9 to Agreement No. 170225B with Cerner Corporation effective May 8, 2020 to terminate the implementation of Millennium services and Ultra-Sensitive Exchange services, and to incorporate Cerner Sales Order dated July 10, 2020 for the purchase of Behavioral Health Remote Hosting at a total cost of \$16,367 per month for Behavioral Health Information System Software License and services and Billing System for Mental Health and Alcohol and Drug Services.
- E. Director of Health and Human Services requests approval of and authorization for the Chair to: Sign a Revenue Agreement with the California Department of Health Care Services for a maximum of \$608,084 for the term July 1, 2020 through June 30, 2021 for Community Mental Health Services Block Grant (MHBG) funds to provide mental health services to individuals with serious mental illness and substance abuse issues; Terminate current Agreement No. 170337B (previously Agreement No. 3851) with Mentis, Inc. as of July 1, 2020 and replace it with the new Agreement; Sign a new Agreement with Mentis, Inc. for an annual maximum of \$224,018 for the term July 1, 2020 through June 30, 2021 and each automatic renewal thereof to provide mental health services for the Satellite Housing Program of the Health and Human Services Agency; and Sign Amendment No. 1 to Agreement No. 170822B with Aldea, Inc. increasing the amount by \$73,711 for a new annual maximum of \$190,792, amending Contract Administration, Specific Terms and Conditions, the Scope of Work and Compensation exhibits to provide First Episode Psychosis (FEP) Treatment to Napa County residents ages 12 through 28 years of age.

**A-210061B**

**A-210062B**

- F. Director of Health and Human Services requests approval of and authorization for the Chair to sign a grant agreement between the County Medical Services Program Governing Board and the County Medical Services Program (CMSP) and Napa County for a maximum of \$377,530 for the term July 1, 2020 through December 31, 2021 for Napa County to participate in the COVID-19 Emergency Response Grant Program.

**A-210063B**

Community Resources & Infrastructure

- G. Director of Library Services and Community Outreach requests the Board accept and instruct the Clerk of the Board to file a report of donations in the amount of \$2,184.55 during the second two quarters of Fiscal Year 2020.
- H. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 6663 with Napa Jet Center, Inc. in order to provide an area for the placement of a backup generator to be installed at the Airport's bulk fuel storage facility.
- I. Director of Public Works requests adoption of a resolution authorizing the Director to execute all documents necessary for acceptance and management of funds from the California Department of Resources, Recycling, and Recovery (CalRecycle) Used Oil Recycling Payment Program for conducting and managing a regional used oil recycling program.

**R-2020-99**

- J. Director of Public Works requests acceptance of donation of \$1,850 from Bissell Pet Foundation to the Napa County Animal Shelter and approval for the Chair to sign a letter of appreciation.

General Admin & Finance

- K. Director of Housing and Homeless Services requests approval of and authorization for the Chair to sign an agreement with the City of Napa for a maximum of \$115,000 per fiscal year for the term July 21, 2020 through June 30, 2022 for the provision of Park Ranger services to support the homeless services system under the Community Based Transitional Housing grant program.

**A-210064B**

- L. Director of Human Resources requests adoption of a resolution amending Napa County Policy Manual, Part I: Section 37W, Telework Policy, effective July 21, 2020 to add language and provide direction in a variety of teleworking situations including during an emergency incident.

**Item removed from agenda.**

- M. County Executive Officer and Risk and Emergency Services Manager requests approval of Budget Transfer No. CEO001 increasing appropriations in the amount of \$15,000 from fund balance to fund the Corrections Officer Disability Leave as negotiated in the current Napa County Memorandum of Understanding. (4/5 vote required)
- N. County Executive Officer requests the following: Receive a written Annual Report from Arts Council Napa Valley; and Approval of and authorization for the Chair to sign an agreement with Arts Council Napa Valley for a maximum of \$69,645 for the term July 21, 2020 through June 30, 2021 to act as the County local arts agency and implement the Napa County Community Cultural Plan.

**A-210065B**

- O. Director of Human Resources request adoption of a resolution amending the Table and Index of Classes and appropriate personnel policies as follows, retroactive to June 29, 2019, with no net increase in full-time equivalents, and no impact to the County General Fund: Amend the Table and Index of Classes by: Deleting Workforce Development Manager (MC); and Adding Workforce Development Manager (NCO). Amend appropriate personnel policies as outlined in "Exhibit A" of the resolution.

**R-2020-100**

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

- 7. DISCUSSION OF ITEMS PULLED FROM THE CONSENT CALENDAR

**None.**

- 8. PUBLIC COMMENT

**None.**

9. SET MATTERS OR PUBLIC HEARINGS

- A. 8:00 AM PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957) Title: Chief Probation Officer
- B. 9:35 AM Presentation by Elaine Clark, Project Manager of the Napa-Solano Area Agency on Aging (AAA) regarding AAA Area Plan goals and objectives for July 1, 2020 through June 30, 2024.

**Napa-Solano Area Agency on Aging Project Manager Elaine Clark made presentation.**

**Discussion held.**

**Director of Health and Human Services Jennifer Yasumoto made a presentation.**

- C. 11:00 AM Director of Public Works requests the Board to hear and provide staff direction on a proposal by Illumination Technologies to install 32, approximately 50 foot tall, monopoles for sirens and telecommunications equipment.

**Director of Public Works Steven Lederer made a presentation on Illumination Technologies' proposal.**

**Risk & Emergency Services Manager Kerry Whitney made a presentation with recommendations for the project.**

**Chief Information Officer Jon Gjestvang made a presentation on the technical aspects of the project.**

**Chief Deputy County Counsel Thomas Zeleny made a presentation regarding the legalities of the project.**

**Discussion held.**

**One (1) person spoke during public comment.**

**Direction provided to staff to gather additional information pertaining to the concerns raised by the board and the public.**

**Motion moved by Brad Wagenknecht, seconded by Alfredo Pedroza, to direct staff to move forward with contract negotiations, to elect Diane Dillon and Alfredo Pedroza to serve on an ad-hoc committee and for Steven Lederer to partner with the Office of Emergency Services to draft a term sheet and report back to the Board. Motion passed 5 – 0 with Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht voting yes.**

- D. 9:15 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 to discuss COVID-19 updates.**

**Discussion held.**

10. ADMINISTRATIVE ITEMS

General Admin & Finance

- A. Director of Housing and Homeless Services to present the results of the 2020 Point in Time (Homeless System) Count.

**Director of Housing and Homeless Services Molly Rattigan made presentation on the results on the 2020 Point in Time Count.**

**Discussion held.**

**One (1) person spoke during public comment.**

- B. County Executive Officer requests discussion and direction on Napa County's efforts to temporarily prohibit evictions of any tenant who can demonstrate that their failure to pay rent is due to a substantial loss of income or substantial out-of-pocket medical expenses related to the COVID-19 pandemic or any local, state, or federal government response to the pandemic.

**Supervisor Brad Wagenknecht made presentation regarding the County's perspective on tenant eviction during the COVID-19 pandemic.**

**Director of Housing and Homeless Services Molly Rattigan made presentation regarding tenants eviction during the COVID-19 pandemic.**

**Deputy County Counsel Thomas Zeleny made presentation on the legal aspects of temporarily prohibiting evictions of tenants during the COVID-19 pandemic.**

**Discussion held.**

**Three (3) people spoke during public comment.**

**Direction provided to staff to extend the ordinance and incorporate the new information from the committee meeting for a final direction.**

- C. County Executive Officer will provide a report on pending future agenda items and seek direction from the Board for each item.

**Assistant County Executive Officer Mary Booher made presentation regarding the process for Board members to address future agenda item requests.**

**Discussion held.**

**Supervisor Wagenknecht clarified his request regarding future development discussions with the Planning Commission.**

**Three (3) people spoke during public comment.**

**Motion by Belia Ramos, Second by Alfredo Pedroza, to come back with the process of a development agreement for projects considered to be extraordinary and determine what is the category of development that the Board would be interested in and what are the types of exactions that the Board would consider as consideration to support a development agreement. Motion passed 5 – 0 with Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht voting yes.**

**Assistant County Executive Officer Mary Booher made presentation regarding limiting party sizes in restaurants**

**Discussion held.**

**Three (3) people spoke during public comment.**

**Motion by Belia Ramos, Second by Brad Wagenknecht, to approve the Chair and Vice Chair to provide information to the Board on the discussions with the Five Chambers of Commerce. Motion passed 5 – 0 with Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht voting yes.**

**Assistant County Executive Officer Mary Booher made presentation regarding placing consideration of Auditor-Controller and Treasurer-Tax Collector on November ballot.**

**Discussion held.**

**Nine (9) people spoke during public comment.**

**Direction provided to staff to not move forward with this item.**

**Assistant County Executive Officer Mary Booher made presentation regarding Committees and Commissions groups with designated representatives.**

**Discussion held.**

**Direction provided to staff to allow the Board to give more specific direction before staff engagement.**

**Motion by Belia Ramos, Second by Brad Wagenknecht, to agendaize this matter for the ability of a larger discussion for the Board to give more specific direction before staff engage in this allocation of time. Motion passed 5 – 0 with Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht voting yes.**

**Assistant County Executive Officer Mary Booher made presentation regarding Guenoc Valley proposal in Lake County.**

**Two (2) people spoke during public comment.**

**Direction provided to staff to utilize the designated allocation of time to prepare a presentation for the Board.**

**Motion by Belia Ramos, Second by Brad Wagenknecht, to approve that this matter come back for limited scope of overview of the project and that the Board allocates a maximum amount of time that does not exceed five hours of time to Planning, Building & Environmental Services for a presentation to the Board. Motion passed 5 – 0 with Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht voting yes.**

**Assistant County Executive Officer Mary Booher made presentation regarding First 5 Commission.**

**Discussion held.**

**Two (2) people spoke during public comment.**

**Direction provided to staff to await further discussion on this item once agendaized.**

## **11. LEGISLATIVE ITEMS**

- A. County Executive Officer requests adoption of COVID-19 related amendments to the 2020 State Legislative Platform.**

**Staff Assistant II Nelson Cortez Made presentation regarding actions needed for legislative platform.**



**Discussion held.**

**Motion by Ryan Gregory, Second by Alfredo Pedroza, to allow the legislative sub-committee with approval of the County Executive Officer and County Counsel to take action on bills directly impacting Napa County that are not in the platform and only when there is no time to bring it to a Board of Supervisors meeting. Motion passed 5 – 0 with Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht voting yes.**

**12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS**

**Vice Chair Alfredo Pedroza reported on attending the Climate Action Committee meeting to discuss regional efforts on climate change. Vice Chair Alfredo Pedroza also reported on attending the Napa Valley Transportation Authority meeting to discuss Regional Measure 3, which is the bridge toll increase.**

**Chair Diane Dillon reported on attending the National Association of Counties annual conference remotely. Chair Diane Dillon reported on attending the California State Association of Counties meeting to discuss taking a position to the board on the split roll tax measure as well as the Home Protection for Seniors Act Prop 19.**

**Supervisor Brad Wagenknecht reported on attending the International Air and Water District conference to discuss the neighborhood by neighborhood measuring.**

**13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS**

**None.**

**14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS**

**County Executive Officer Minh C. Tran reported on the County's preparation for the fire season and raising awareness for the community.**

**15. CLOSED SESSION**

**None.**

**16. ADJOURNMENT**

**Adjourned to the Board of Supervisors regular meeting, Tuesday, July 28, 2020 at 9:00 a.m.**

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DIANE DILLON, Chair

ATTEST:

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NEHA HOSKINS, Clerk of the Board