



# Napa County

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
www.napacounty.gov

Main: (707) 253-4580

## Legislation Text

---

**File #:** 21-937, **Version:** 1

---

**TO:** Board of Supervisors  
**FROM:** Minh C. Tran - County Executive Officer  
**REPORT BY:** Nelson Cortez - Staff Assistant BOS  
**SUBJECT:** Nomination of CSAC Board of Directors Member and Alternate for year 2021-2022

---

### **RECOMMENDATION**

County Executive Officer requests appointment of one member and one alternate member of the Board of Supervisors to serve on the California State Association of Counties (CSAC) Board of Directors for the 2021-2022 year beginning on Monday, November 29, 2021.

### **EXECUTIVE SUMMARY**

This item requests the appointment of one member and one alternate member of the Board of Supervisors to serve on the California State Association of Counties (CSAC) Board of Directors for the 2021-2022 year. Supervisor Diane Dillon was appointed as the regular member and Supervisor Ryan Gregory was appointed as the alternate member for the 2020-2021 year on 10/6/2020.

The Napa County Policy Manual, Section 8B, Rules of Conduct of Business - Rule 24 entitled, "Guidelines for Appointment of Board Members to Serve on Committees, Commissions, and Other Boards" addresses the issue of appointments.

### **PROCEDURAL REQUIREMENTS**

1. Staff reports.
2. Public comments.
3. Motion, second, discussion and vote on the item.

## **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact? No  
County Strategic Plan pillar addressed: Effective and Open Government

## **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

## **BACKGROUND AND DISCUSSION**

According to the California State Association of Counties (CSAC) Constitution, members of the CSAC Board of Directors are elected by their respective Boards of Supervisors to serve one-year terms that begin on the first day of the CSAC Annual Conference each year.

Attached is a memorandum from CSAC dated September 15, 2021 requesting that the Napa County Board of Supervisors appoint its representatives (one member and one alternate) to serve on the CSAC Board of Directors for the one-year term that begins on Monday, November 29, 2021. The appointment should be made prior to the annual conference scheduled to begin on November 29, 2021. There is no stipend involved in the appointment to the CSAC Board of Directors.

At the Board of Supervisors Meeting on October 6, 2020, Supervisor Diane Dillon was appointed Napa County's CSAC Representative and Supervisor Ryan Gregory was appointed as the Alternate CSAC Representative.

The Napa County Policy Manual, Section 8B, Rules of Conduct of Business - Rule 24 entitled, "Guidelines for Appointment of Board Members to Serve on Committees, Commissions, and Other Boards" addresses the issue of appointments as follows:

"RULE 24. Guidelines for Appointment of Board Members to Serve on Committees, Commissions, and Other Boards.

At the first Board meeting following the first Monday in January, and thereafter in accordance with the Maddy Act, where applicable (Government Code section 54970 et seq.) when new positions are created or unexpected vacancies occur, the Board shall make appointments to those various boards, commissions, committees and authorities on which Board members are asked to serve. The Board will make such appointments in accordance with the following guidelines, unless in specific instances the Board determines by majority vote that a different procedure should be followed:

A. Appointments to existing positions made vacant by expiration of the term of the appointment will be made as follows:

1. To promote continuity, the incumbent supervisor will be reappointed unless they choose not to serve a subsequent term or are otherwise unavailable.

2. If the incumbent supervisor chooses not to be reappointed or is unavailable, the Board may appoint any other supervisor expressing an interest in serving.

B. Appointments to new positions and to positions resulting from unexpected vacancies during a term will be made as follows:

1. The Board may appoint any supervisor expressing an interest to an existing committee or commission to fill an unexpected vacancy during the term.

2. If a new committee, commission or board was created at the request of a particular supervisor, that supervisor shall be appointed, unless they decline to serve; otherwise the Board may appoint any other supervisor expressing an interest in serving.

C. Notwithstanding (A) and (B), no supervisor shall be appointed to serve on a committee, commission or board whose regular meeting dates and times conflict on three or more consecutive occasions with those of one or more other committees, commissions or boards to which that supervisor has already been appointed, unless the supervisor resigns from the conflicting appointment or appointments..."