



# 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.

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Tuesday, February 28, 2023

9:00 AM

Board of Supervisors Chambers  
1195 Third Street, Third Floor

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8:00 AM Special Meeting  
\*Consolidated

1. CALL TO ORDER; ROLL CALL

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

2. PLEDGE OF ALLEGIANCE

**Auditor-Controller Tracy Schulze led the assembly in the Pledge of Allegiance.**

3. APPROVAL OF MINUTES

A. Clerk of the Board requests approval of minutes from the February 7, 2023 special meeting. [23-0285](#)

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

**Clerk of the Board Neha Hoskins responded to the public comment.**

**Motion Text: Approve Minutes.**

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

**Excused: Pedroza**

**Recusals: None**

**Result: Passed**

4. PRESENTATIONS AND COMMENDATIONS

- A. Interim County Executive Officer and Risk and Emergency Services Manager recommend the Board of Supervisors receive a presentation from the County’s Excess Insurance Coverage and Services Provider, PRISM. [23-0101](#)

**Risk Manager Kerry Whitney made presentation.**

**Chief Executive Officer of PRISM Gina Dean made presentation.**

**Chief Member Services Officer of PRISM Rick Brush made presentation.**

**Discussion held.**

5. DEPARTMENT HEAD REPORTS AND ANNOUNCEMENTS

**Chair Belia Ramos introduced new County Counsel Sheryl Bratton.**

**Director of Housing & Homeless Services Jennifer Palmer presented a portion of a video on Napa County’s Farmworker Housing Centers. The video can be watched in its entirety on the Napa County Housing Authority webpage at <https://www.countyofnapa.org/467/Housing-Authority>.**

**Discussion held.**

6. CONSENT ITEMS - SPECIAL DISTRICTS

**Motion Text: Approve the Special Districts Consent Calendar as amended.**

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

**Excused: Pedroza**

**Recusals: None**

**Result: Passed**

Napa County Groundwater Sustainability Agency

[23-0323](#)

- A. Interim Director of Planning, Building & Environmental Services requests approval of a Budget Adjustment increasing both revenue and appropriations by \$157,000 in the Groundwater Sustainability Agency (Fund 2720, Org 2720000, Object 48200 and 52310) to cover increased expenditures associated with the implementation of the Groundwater Sustainability Plan, offset by transfer-in revenue from Appropriation from Contingency (Fund 1000, Org 1059000, Object 58100) (4/5 vote required).

**Item pulled for discussion. See item 8.**

Lake Berryessa Resort Improvement District

- B. District Engineer requests approval of a Budget Transfer increasing appropriations in the District operations budget (Fund 5220, Organization 5220000, Object 52490) from its available fund balance in the amount of \$40,000 to cover the cost of continued operations and maintenance expenses through the end of the fiscal year (4/5 vote required). [23-0244](#)

**Item pulled for discussion. See item 8.**

Monticello Public Cemetery District

- C. Director of Public Works requests approval of a Budget Transfer for landscaping and drainage projects increasing appropriation by \$20,000 in Landscaping Services (Fund 2860, Org 2860000, Object 52340) from use of available fund balance in order to blade entire cemetery grounds, \$9,000; refurbish plaque entrance area, \$5,000; repair erosion at Spanish Flat Water District water connection and utility boxes at cemetery’s southeastern corner, \$2,000; and provide funds for unanticipated costs, \$4,000 (4/5 vote required). [23-0268](#)

Silverado Community Services District

- D. Director of Public Works requests approval of a Budget Transfer increasing appropriations by \$30,000 in Landscaping Services (Fund 2850, Org 2850000, Object 52340) offset by use of available fund balance, to upgrade the irrigation system in traffic islands 1-5 located at the main entrance to the Silverado Resort and SCSD residential area beginning at the intersection of Monticello Road and Atlas Peak Drive, and for unanticipated costs for the remainder of FY23 (4/5 vote required). [23-0264](#)

7. CONSENT ITEMS

**Motion Text:** Approve the Consent Calendar as amended.  
**Voting Yes:** Gallagher, Gregory, Cottrell, and Ramos  
**Excused:** Pedroza  
**Recusals:** None  
**Result:** Passed

Auditor-Controller

- A. Auditor-Controller requests the Board to accept and instruct the Clerk of the Board to file the quarterly report of donations received for the quarter ended December 31, 2022. [23-0234](#)

## County Counsel

- B. Adoption of an ordinance amending Title 2 (Administration and Personnel), Chapter 2.100 (Personnel), Article III (Terms of Employment) by adding new language to Section 2.100.180 (Appointments) of the Napa County Code regarding limited-term appointments. [23-0258](#)
- Enactment No: O-1480**
- C. County Counsel requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 210390B with the law firm of Rimon P.C., increasing the maximum compensation from \$10,000 to \$25,000 per fiscal year and extending the term to June 30, 2024, with two automatic renewals at the end of each fiscal year, for the provision of specialized legal services related to third-party bankruptcy actions. [23-0287](#)
- Enactment No: A-210390B Amend. 1**
- D. County Counsel requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 210364B with Renne Public Law Group to revise the scope of work and increase the maximum compensation to \$450,000 for fiscal year 2022-2023, after which the maximum compensation will revert to \$275,000 per fiscal year, for the provision of litigation services related to code enforcement and juvenile dependency appeals. [23-0325](#)
- Enactment No: A-210364B Amend. 2**
- E. County Counsel requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 220264B with the law firm Aleshire & Wynder, LLP to increase the maximum compensation from \$79,000 per fiscal year to \$200,000 per fiscal year for the provision of specialized legal services related to code enforcement. [23-0338](#)
- Enactment No: A-220264B Amend. 2**

## County Executive Office

- F. Interim County Executive Officer requests the reappointment of Charles Burton and Michael Sipiora to represent Public At Large on the Napa County Wildlife Conservation Commission (WCC) with the terms of office to commence immediately and expire February 1, 2026. [23-0247](#)
- G. Interim County Executive Officer requests the appointment of Heather Stanton to serve on the Napa County Commission on Aging as a Commissioner Emeritus for an indefinite term. [23-0248](#)

- H. Interim County Executive Officer requests authorization for out of state travel for Chair Belia Ramos and Supervisor Alfredo Pedroza to Washington, D.C. from March 26, 2023 to March 29, 2023, as part of the Metropolitan Transportation Commission/Association of Bay Area Governments (MTC/ABAG) Advocacy Trip to meet with Congressional delegates on transportation and housing issues and lobby for funding at no cost to Napa County. [23-0290](#)

**Item pulled for discussion. See Item 8.**

- I. Interim County Executive Officer requests the adoption of a Resolution, pursuant to Section 9314 of the Public Resources Code, to appoint Karen Turjanis to the Napa County Resource Conservation District (RCD) Board of Directors in lieu of holding an election to fill an unexpected vacancy. The terms of office are to commence immediately and expire at noon on November 27, 2024. (RCD Resolution attached) [23-0303](#)

**Enactment No: R-2023-28**

- J. Interim County Executive Officer requests the appointment of Ervin Hechavarria to the Napa County Airport Advisory Commission to fill a term representing Local Chamber of Commerce. The term of office shall commence immediately and expire on September 17, 2025. [23-0326](#)

- K. Interim County Executive Officer requests approval of and authorization for the Chair to take the following actions: [23-0332](#)
1. Sign Amendment No. 1 to Agreement No. A-230216B with H2O Partners, Inc increasing the maximum compensation from \$76,440 to a maximum of \$276,440 for the period of January 10, 2022 through December 30, 2023 for grant management services; and
  2. Sign Agreements No. 230257B with Bennett Engineering Services, Inc; Agreement No. 230258B with BKF Engineers; Agreement No. 230260B with Witt O'Brien's LLC for a maximum compensation of \$200,000 each for the term January 10, 2023 to December 30, 2023 for grant management services.

**Item pulled for discussion. See Item 8.**

**Enactment No: A-230216B Amend. 1; A-230257B; A-230258B; A-230260B**

Housing & Homeless Services – Division of CEO's Office

- L. Director of Housing & Homeless Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Master Services Agreement No. 220376B with Partnership Health Plan to include all applicable Exhibits and Attachments for an expiration date extension through December 2023 and up to \$750,000 in estimated yearly revenue. [22-2313](#)

**Enactment No: A-220376B Amend. 2**

## Human Resources – Division of CEO’s Office

- M. Director of Human Resources requests adoption of a Resolution approving an adjustment to the Chief Deputy District Attorney classification, effective December 24, 2022. [23-0296](#)  
**Enactment No: R-2023-29**
- N. Director of Human Resources and Director of Health and Human Services Agency (HHS) request adoption of a Resolution amending the Departmental Allocation List for multiple divisions of the Health and Human Services Agency, with a net increase of six 1.0 FTE, and no impact to the County General Fund. [23-0300](#)  
**Enactment No: R-2023-30**
- O. Director of Human Resources and Director of Health & Human Services Agency (HHS) request adoption of a Resolution amending the Table and Index of Classes to reflect the addition of a new Forensic Mental Health Counselor - Registered classification, effective March 4, 2023. [23-0312](#)  
**Enactment No: R-2023-31**
- P. Director of Human Resources and District Attorney request adoption of a Resolution amending the Table and Index of Classes and the Departmental Allocation List for the District Attorney’s Office, by adding one 1.0 full-time equivalent (FTE) Forensic Interviewer - Limited Term, effective March 4, 2023 through March 31, 2025, with a net increase of one FTE, and no impact to the County General Fund. [23-0315](#)  
**Enactment No: R-2023-32**
- Q. Director of Human Resources and Interim County Executive Officer request adoption of a Resolution amending the Departmental Allocation List for the Human Resources Division of the County Executive Office, by deleting one 1.0 FTE Senior Human Resources Analyst, adding one 1.0 Staff Services Manager and one 1.0 Staff Services Analyst I/II, effective March 4, 2023, with a net increase of one full-time equivalent, and an impact to the General Fund. [23-0321](#)  
**Enactment No: R-2023-33**

## Information Technology Services – Division of CEO’s Office

- R. Chief Information Officer requests the following: [23-0181](#)  
1. Declare certain items of personal property as surplus and no longer required for public use; and  
2. Authorize the Purchasing Agent to dispose of these items of personal property by donating them to Computer for Classrooms.

## Library

- S. Director of Library Services and Community Outreach requests the following: [23-0280](#)
1. Acceptance of a donation in the amount of \$3,400 from the Robert and Ellen Streich Family Endowment for the Adult Literacy Program; and
  2. Authorization for the Chair to sign a letter of appreciation in acceptance of the donation.

## Planning, Building and Environmental Services (PBES)

- T. Interim Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 220141B with BPR Consulting to perform building plan check services, increasing compensation by \$100,000 for a new maximum of \$250,000 per fiscal year. [23-0198](#)

**Enactment No: A-220141B Amend. 2**

## Public Works

- U. Director of Public Works requests the following actions: [23-0051](#)
1. Approval of and authorization for the Chair to sign Amendment No. 4 to Agreement No. 210301B with ADKO Engineering (ADKO) increasing maximum compensation by \$48,620 for a new maximum of \$546,674 adding Dry Creek MPM 9.75 Storm Slide Repair to their scope;
  2. Approval of a Budget Transfer for the following (4/5 vote required):
    - a. Increase appropriation by \$48,620 in the Measure T Non-Operating Special Revenue Fund (Fund 2440, Org 1220053, Object 56100) with the use of its available fund balance to be transferred to Project S7312 (Dry Creek Road MPM 9.75, Fund 2040, Org 2040500, Object 48200); and
    - b. Increase appropriation by \$48,620 in Project S7312 (Dry Creek Road MPM 9.75, Fund 2040, Org 2040500, Object 52360) budget offset by a transfer-in revenue from the Measure T Non-Operating Special Revenue Fund.

**Enactment No: A-210301B Amend. 4**

- V. Director of Public Works requests approval of and authorization for the Chair to sign Agreement No. 230333B with Geocon Consultants, Inc., for a maximum of \$370,225 for the term January 31, 2023, through June 30, 2025, for geotechnical exploration, testing, and special inspection services as part of the construction process for the Napa County Replacement Detention Facility. [23-0102](#)

**Enactment No: A-230333B**



- W. Director of Public Works and Director of Library Services and Community Outreach request approval of and authorization for the Chair to sign Space License Agreement No. 230300B with the Friends of the Calistoga Library, Inc. (“Friends”) for the term commencing on February 28, 2023 and continuing for 10 years, for no cost, allowing the Friends to use space within the Calistoga Library Staff Workroom, located at 1108 Myrtle St., Calistoga, as available, for the storage and sorting of books and materials related to the book sales of the Friends. [23-0146](#)
- Enactment No: A-230300B**
- X. Director of Public Works requests approval of the following Budget Transfer regarding the 2023 Lake Berryessa Improvements Paving Project, including Steele Canyon Road Paving (4/5 vote required): [23-0206](#)
1. Increase appropriations by \$50,000 in Accumulated Capital Outlay Fund (ACO) (Fund 3000, Org 3000000, Object 56100) with the use of its available fund balance to be transferred to Project 23027 (Steele Canyon Road Paving, Fund 2040, Org 2040500, Object 48200); and
  2. Creation of a new Roads Capital Improvement Project for Steele Canyon Road (Fund 2040, Org 2040500, Project 23027) and increase appropriations by \$50,000 in Project 23027 (Fund 2040, Org 2040500, Object 52360) budget offset by a transfer-in revenue from the ACO.
- Y. Director of Public Works and Director of Library Services and Community Outreach request approval and authorization for the Chair to sign a Space License Agreement No. 230311B with the Friends of the American Canyon Library, Inc. (“Friends”) for the term commencing on February 28, 2023, and continuing for 10 years, for no cost, allowing the Friends to use the American Canyon Library Community Room, located at 300 Crawford Way, American Canyon, for storage of books and, contingent on availability, for book sales. [23-0211](#)
- Enactment No: A-230311B**
- Z. Director of Public Works requests approval of and authorization for the Chair to sign the following agreements with Miller Pacific Engineering Group (MPEG): [23-0233](#)
1. Agreement No. 230309B for a maximum of \$239,392 for the term February 28, 2023, through June 30, 2025, for the Dry Creek Road MPM 11.6 Slide Repair project, RDS 23-20;
  2. Agreement No. 230322B for a maximum of \$197,968 for the term February 28, 2023, through June 30, 2025, for the Mt. Veeder MPM 3.75 Slide Repair project, RDS 23-22; and
  3. Agreement No. 230321B for a maximum of \$198,755 for the term February 28, 2023, through June 30, 2025, for the Steele Canyon Road MPM 6.4 Slide Repair project, RDS 23-27.
- Enactment No: A-230309B; A-230321B, A-230322B**



AA. Director of Public Works requests approval of and authorization for the Chair to sign amendments to six (6) Professional Service Agreements, listed below, increasing maximum compensation per agreement by \$25,000 to a new fiscal year maximum amount of \$50,000, to perform as-needed tree trimming and removal services within the boundaries of Napa County: [23-0237](#)

1. Amendment No. 2 to Agreement No. 200026B with Bay Area Tree Specialists;
2. Amendment No. 1 to Agreement No. 200115B with A Plus Tree Inc;
3. Amendment No. 1 to Agreement No. 200116B with Arborist Now Inc, doing business as Arborist Now;
4. Amendment No. 1 to Agreement No. 200024B with Arboricultural Specialties Inc., doing business as The Professional Tree Care Company;
5. Amendment No. 1 to Agreement No. 200025B with West Coast Arborists, Inc., doing business as WCA; and
6. Amendment No. 1 to Agreement No. 200117B with Britton Tree Services Inc.

**Enactment No: A-200026B Amend. 1; A-200115B Amend. 1; A-200116B Amend. 1; A-20024B Amend. 1; A-200025B Amend. 1; A-200117B Amend. 1**

AB. Director of Public Works requests adoption of a Resolution temporarily closing portions of Silverado Trail, Oak Knoll Avenue, Big Ranch Road, and El Centro Avenue from 7:00 A.M. to 1:30 P.M. on Sunday, March 5, 2023, for the 44th Annual Kaiser Permanente Napa Valley Marathon. [23-0281](#)

**Enactment No: R-2023-34**

AC. Director of Public Works requests the following (4/5 vote required): [23-0298](#)

1. Declare certain capital asset vehicles as surplus and no longer required for public use;
2. Authorize the Auditor-Controller to remove these surplus assets from the capital asset listing; and
3. Authorize the sale of capital asset surplus vehicles and equipment at public auction.

AD. Director of Public Works requests the following actions for the Dry Creek Road Bridge Replacement Project:

[23-0317](#)

1. Approval and authorization for the Chair to sign Purchase and Sale Agreement No. 230226B with Anna M. Baker, Melissa R. Baker and Mercedes C. Baker, as Trustees of the Karen Louise Baker Bypass Trust, for the value of \$600 (Assessor's Parcel Number 027-530-003);
2. Approval and authorization for the Chair to sign Purchase and Sale Agreement No. 230263B with Terry Herlihy, Mark Herlihy, Dan Herlihy and Lisa Carlson, Successor Trustees, for the value of \$4,300 (Assessor's Parcel Number 027-330-017);
3. Approval of and authorization for the Chair to sign Amendment No. 4 to Agreement No. 170635B with Biggs Cardosa Associates, Inc. (BCA) to increase maximum compensation by \$525,362, for a new maximum of \$2,034,472 for additional engineering services; and
4. Approval of a Budget Transfer for the following (4/5 vote required):
  - a. Increase appropriations by \$600,000 in the Accumulated Capital Outlay (ACO) Fund (Fund 3000, Org 3000000, Object 56100) with the use of its available fund balance to transfer to Project 14009 (Fund 2040, Org 2040500, Object 48200); and
  - b. Increase appropriations by \$600,000 in the Project 14009 (Fund 2040, Org 2040500, Object 52310) offset by a transfer-in revenue from the ACO.

**Enactment No: A-230226B; A-230263B; A-170635B Amend. 4**

Sheriff

AE. Sheriff requests approval of and authorization for the Chair to sign Agreement No. 230323B with American Medical Response for a maximum of \$15,000 for the term February 28, 2023 through June 30, 2023 to provide Sheriff's Office sworn staff with California Police Officer Standards and Training mandated first aid, cardiopulmonary resuscitation and automated defibrillator training.

[23-0240](#)

**Enactment No: A-230323B**

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

- 6A

**Supervisor Anne Cottrell requested information on this item.**

**Planning, Building, and Environmental Services Natural Resources Conservation Manager Jamison Crosby made presentation.**

**Motion Text: Approve requested actions.**

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

**Recusals: None**

**Excused: Pedroza**

**Result: Passed**

- 6B

**Supervisor Anne Cottrell requested information on this item.**

**Public Works Engineering Manager Christopher Silke made presentation.**

**Motion Text: Approve requested actions.**

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

**Recusals: None**

**Excused: Pedroza**

**Result: Passed**

- 7H

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

- 7K

**Supervisor Anne Cottrell requested more information on this item.**

**Interim County Executive Officer David Morrison made presentation.**

**County Executive Office Senior Management Analyst Daniel Sanchez made presentation.**

**Discussion held.**

**Motion Text: Approve requested actions.**

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

**Recusals: None**

**Excused: Pedroza**

**Result: Passed**

9. PUBLIC COMMENT

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

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

**None**

11. ADMINISTRATIVE ITEMS

County Executive Office

A. Interim County Executive Officer requests that the Board:

[23-0222](#)

1. Receive a presentation of the five-year budget forecast, Section 115 Trust Fund, and American Rescue Plan Act;
2. Approve mid-year Budget Adjustments per the attached reports; and
3. Authorize the creation of a new non-operating special revenue fund for CARE Court in Fund 2460, Division 24622, Subdivision 20000252 (4/5 vote required).

**Motion Text: Continue the item to the next regularly scheduled meeting on March 14, 2023.**

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

**Excused: Pedroza**

**Recusals: None**

**Result: Passed**

- B. Interim County Executive Officer requests the appointment of Jeffrey Prather or Joe Streng to the Napa County Arts and Culture Advisory Committee to represent County-At-Large, with terms to commence immediately and expire September 30, 2024. [23-0251](#)

**Motion Text:** Appoint Jeffrey Prather to the Napa County Arts and Culture Advisory Committee to represent County-At-Large.

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

**Excused:** Pedroza

**Recusals:** None

**Result:** Passed

Planning, Building and Environmental Services (PBES)

- C. Interim Director of Planning, Building and Environmental Services (PBES) and County Deputy Fire Chief request adoption of a Resolution amending the Napa County Road and Street Standards (NCRSS) to comply with the adopted State Minimum Fire Safe Regulations, 2021, relating to ingress and egress in the State Responsibility Area (SRA) and Local Responsibility Area (LRA) Very High Fire Hazard Severity Zone (VHFHSZ). [22-2203](#)

**Interim Assistant Director of Planning, Building, and Environmental Services Patrick Ryan made presentation.**

**Four (4) people spoke during public comment.**

**Discussion held.**

**Direction provided to staff.**

**Motion Text:** Continue the item to a future meeting date.

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

**Excused:** Pedroza

**Recusals:** None

**Result:** Passed

**Enactment No:** R-2021-36

12. SET MATTERS OR PUBLIC HEARING - SPECIAL DISTRICTS

None

13. SET MATTERS OR PUBLIC HEARINGS

None

## 14. LEGISLATIVE ITEMS

**None**

## 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. SET MATTER - 8:00 AM

[23-0083](#)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)

Title: Director of Health and Human Services Agency

**Closed Session not held.**

## B. SET MATTER - 11:30 AM

[23-0202](#)

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.**

## C. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

[23-0340](#)

(Government Code section 54956.9(d)(1))

Name of case: Napa County v. Mt. Veeder Property LLC, et al.

Napa County Superior Court Case No. 21CV000655

**Closed Session held. No reportable action.**

## 19. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING,  
TUESDAY, MARCH 14, 2023 AT 9:00 A.M.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board