



A Tradition of Stewardship  
A Commitment to Service

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

**November 12, 2019**

**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, November 12, 2019, at 9:00 a.m. with the following supervisors present: Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Belia Ramos and Brad Wagenknecht. Supervisor Alfredo Pedroza was absent, as he was traveling on County business. Chair Ryan Gregory called the meeting to order.**

2. PLEDGE OF ALLEGIANCE

**Chair Ryan Gregory led the assembly in the pledge of allegiance.**

3. APPROVAL OF MINUTES

**None.**

4. PRESENTATIONS AND COMMENDATIONS

A. Director of Human Resources to introduce new County employees.

**Ten (10) new employees were introduced by Director of Human Resources Karen Taylor.**

5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS

**Registrar of Voters John Tuteur made presentation.**

6. CONSENT ITEMS

Law & Justice

- A. District Attorney and Auditor-Controller request the Board accept and instruct the Clerk of the Board to file the Audit Reports for the Napa County District Attorney's Office Automobile Insurance Fraud and

Workers' Compensation Insurance Fraud Grant Programs awarded by the California Department of Insurance for the fiscal year ended June 30, 2019.

Public Safety

- B. Sheriff requests approval of and authorization for the Chair to sign Amendment No. 5 to Cooperative Joint Powers Dispatching Agreement No. 170779B with the City of Napa increasing the amount by \$59,315 (3%) for a new maximum of \$2,036,480 for Fiscal Year 2019-2020 and extending the term through June 30, 2020 for the provision of emergency dispatch services.

**A-170779B (Amend. 5)**

Human Services

- C. Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of Revenue Agreement No. 170142B with the California Department of Health Care Services for the term July 1, 2018 through June 30, 2021 for the performance requirements the County must meet in providing mental health services to the community.

**A-170142B**

- D. Director of Health and Human Services requests approval of and authorization for the Chair to sign the following agreements for the provision of licensed psychiatric services for the Mental Health Division of the County's Health and Human Services Agency:
  - 1. Amendment No. 6 to Agreement No. 170436B with Jackson & Coker Locum Tenens, LLC dba Jackson & Coker amending the Compensation exhibit (Exhibit B) to increase the hourly rates with no change to the contract maximum, for the term July 31, 2019 through June 30, 2020 and each subsequent automatic renewal; and
  - 2. An agreement with Locumtenens.com, LLC for an annual maximum of \$300,000 for the term November 12, 2019 through June 30, 2024.

**A-170436B (Amend. 6)**

- E. Director of Health and Human Services requests approval of and authorization for the Chair to:
  - 1. Terminate the current Agreement No. 170669B with Buckelew Programs, Inc. with a maximum of \$374,090; and
  - 2. Sign a new Agreement with Buckelew Programs, Inc. for a maximum of \$364,421 for Fiscal Year 2019-2020 and for an

annual maximum of \$322,949 for Fiscal Year 2020-2021 for the term July 1, 2019 through June 30, 2020 and each automatic renewal thereof for operation of the Supportive Living Program.

**A-200177B**

- F. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 170955B with the California Institute for Behavioral Health Solutions amending the Scope of Work and the Compensation Exhibit (Exhibit B-2) with no change to the contract maximum, for the term July 1, 2019 through June 30, 2020 with a provision for annual renewals to provide training and evaluation services for the County's Mental Health Division staff, other County staff, and contractors.

**A-170955B (Amend. 3)**

- G. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Revenue Agreement No. 180182B with the Department of Health Care Services incorporating Exhibit A, Attachment I A2 - Program Specifications, Exhibit B A2 - Budget Detail and Payment Provisions and Exhibit D(F) – Special Terms and Conditions for alcohol and drug programs approved in the Napa County Drug Medi-Cal Organized Delivery System (ODS) Waiver Pilot Implementation Plan.

**A-180182B (Amend. 2)**

- H. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 190321B with Community Resources for Children, Inc. increasing the amount by \$37,314 for a new annual maximum of \$132,622 and amending the Compensation Exhibit for the term November 12, 2019 through June 30, 2020 and each automatic renewal thereof to carry out the Emergency Child Care Bridge Program for Children in Foster Care.

**A-190321B (Amend. 1)**

- I. Director of Health and Human Services requests approval of and authorization for the Chair to sign the following Medi-Cal Data Privacy and Security Agreements with:
  - 1. The California Department of Health Care Services (DHCS) to commence upon the signature and approval of DHCS to September 1, 2022 to ensure the privacy and security of Medi-Cal Personally Identifiable Information (PII) accessed by the County in the course of performing an administrative function on behalf of Medi-Cal; and

2. The California Department of Social Services (CDSS) to commence upon the signature and approval of CDSS to September 1, 2022 to ensure the privacy and security of Social Security Administration, Medi-Cal Eligibility Data System and Applicant Income and Eligibility Verification System Personally Identifiable Information.

**A-8603; A-8604**

- J. Director of Health and Human Services requests approval of and authorization for the Chair to sign an Agreement with Outcome Sciences, LLC, for a total contract maximum of \$24,188 for the term November 12, 2019 through June 30, 2020 with four additional renewal periods concluding June 30, 2024 to provide Napa County Emergency Medical Services with access to the American Heart Association and American Stroke Association Get With The Guidelines Stroke Program data.

**A-200178B**

Community Resources & Infrastructure

- K. Director of Library Services and Community Outreach requests the following regarding Fiscal Year 2019-20 California Library Literacy Services (CLLS) allocations:
  1. Acceptance baseline funding in the amount of \$18,000 for the Adult Literacy Program; and
  2. Acceptance funding in the amount of \$50,000 for the Family Literacy Program.
- L. Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign two agreements with Analytical Environmental Services (AES) for completion of environmental review in accordance with the California Environmental Quality Act (CEQA) for two vineyard Erosion Control Plan projects, both for the term July 1, 2019 through June 30, 2020, with a provision for automatic annual renewal not to exceed two years:
  1. Le Colline, LLC Vineyard Conversion project (P14-00410-ECPA) for a maximum of \$154,000; and
  2. Heiser Vineyard Conversion project (P15-00389-ECPA) for a maximum of \$104,000.

**A-200179B; A-200180B**

**Item pulled for separate discussion. See Item 7.**

- M. Director of Planning, Building & Environmental Services requests approval of and authorization for the Chair to sign an agreement with Luhdorff & Scalmanini for a maximum amount of \$100,000 per fiscal year for the term November 12, 2019 through June 30, 2020, with a provision for automatic annual renewal not to exceed two (2) additional years, in order to provide technical peer review services in support of Napa County proposed winery and vineyard projects.

**A-200181B**

**Item pulled for separate discussion. See Item 7.**

- N. Director of Public Works requests the following:
1. Approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 170474B with Fehr & Peers, increasing the amount by \$46,570 for a new maximum of \$210,935, amending the scope of work to include research and analysis to update the Traffic Mitigation Fee (TMF) schedule for the Napa Valley Business Park and to complete the Traffic Impact Study (TIS) guidelines; and
  2. Approval of Budget Transfer No. DPW 018 for the following (4/5 vote required):
    - a. Increase transfers out appropriations in the Mitigation-Airport Industrial Non-Operating Special Revenue Fund budget (Fund 2440, Sub-Division 1200050) by \$55,000 (\$40,000 for Fehr & Peers contract and \$15,000 for Public Works staff time), offset by the use of its available fund balance to transfer out to Public Works Administration Building budget (Fund 1000, Sub-Division 1220000); and
    - b. Increase consulting appropriations in Public Works Administration budget by \$40,000 from the transfer of funds from the Mitigation-Airport Industrial Special Revenue Fund budget for the contract with Fehr & Peers.

**A-170474B (Amend. 2); BT- DPW018**

- O. Director of Public Works requests the following actions related to FEMA House Elevation Grants:
1. Authorization for Chair to sign Participation Agreements with five individual homeowners; and amendments to these Agreements as needed during the grant period; and
  2. Approval of Budget Transfer No. DPW014 appropriating \$474,036 in the Public Works Projects, FEMA House Elevation Grant Project budget (Fund 1000, Sub-Division 1220500, Program 20031) with offsetting revenues from FEMA grant. (4/5 vote required).

**BT-DPW014**

- P. Director of Public Works requests adoption of a resolution summarily vacating an easement for slope maintenance and construction purposes lying northeasterly of the northeast end of Ridgeway Drive.

**R-2019-134**

General Admin & Finance

- Q. Chief Information Officer and Director of Library Services and Community Outreach request the following actions:
1. A waiver of competitive bidding requirements and sole source award of a contract to CivicPlus, Inc. for website accessibility software subscription, pursuant to Napa County Code Section 2.36.090; and
  2. Approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 170662B with CivicPlus, Inc. increasing the amount by \$184,388 to a maximum of \$381,638 and extending the term through December 5, 2023 for content management software, website hosting services, web accessibility subscription, and on-site organizational consulting and travel expenses.

**A-170662B (Amend. 2)**

- R. County Counsel requests authorization to execute a consent to the law firm Meyers Nave's joint representation of the County and the Napa Sanitation District in pending litigation relating to the validity of Napa Sanitation District's fees.
- S. Director of Housing and Homeless Services and Director of Planning, Building and Environmental Management request adoption of a resolution authorizing an application for SB 2 Planning Grant Funds in the amount of \$160,000 for the planning of housing production.

**R-2019-135**

- T. County Counsel requests ratification of the tolling agreement executed on November 6, 2019 with AT&T, Sprint, and T-Mobile and authorize subsequent tolling agreements as deemed appropriate by County Counsel in connection with the unitary tax claims previously denied in accordance with the Board's delegation to the Auditor-Controller on May 7, 2019.
- U. Director of Human Resources and Assessor request the adoption of a resolution amending the Departmental Allocation List for the

Assessor's Office, as follows, effective November 16, 2019, with no net increase in full-time equivalents and a slight increase to the General Fund:

1. Delete two 1.0 FTE Assessment Records Assistant I/II;
2. Add one 1.0 FTE Appraiser Aide; and
3. Add one 1.0 FTE Senior Assessment Records Assistant.

**R-2019-136**

- V. Director of Human Resources and Director of Planning, Building, and Environmental Services Department request the adoption of a resolution amending the Departmental Allocation List for Planning, Building, and Environmental Services Department, as follows, with no net increase in full-time equivalents, and a slight increase to the General Fund:

1. Delete one 1.0 FTE Secretary;
2. Delete one 1.0 FTE Administrative Secretary II;
3. Add one 1.0 FTE Senior Office Assistant; and
4. Add one 1.0 FTE Staff Services Manager.

**R-2019-137**

- W. County Executive Officer/Risk & Emergency Services Manager request approval of and authorization for the Chair to sign an agreement with California Governor's Office of Emergency Services (CalOES) for the term of October 25, 2019 through November 30, 2022 in the amount of \$386,317 for resiliency activities associated with Public Safety Power Shutoffs (PSPS).

**A-200182B**

- X. County Executive Officer requests authorization to close out the Department's imprest cash fund in the amount of \$70.
- Y. County Executive Officer requests adoption of a resolution to appoint Jim Diel as the Interim Compliance and Privacy Officer effective October 12, 2019 and to provide authority to the County Executive Officer to appoint subsequent individuals to the position.

**R-2019-138**

**Motion by Brad Wagenknecht, Second by Diane Dillon, to approve consent items as modified with the exception of 6L and 6M (pulled by member of the public). Motion passed 4 - 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Belia Ramos and Brad Wagenknecht voting yes. Supervisor Pedroza was absent.**

7. DISCUSSION OF ITEMS PULLED FROM THE CONSENT CALENDAR

**Item 6L:**

**Deputy Director of Planning, Building and Environmental Services Brian Bordona presented item to the Board.**

**One (1) person presented Public Comment.**

**Deputy Director of Planning, Building and Environmental Services Brian Bordona responded to Public Comment.**

**Held discussion.**

**Motion by Brad Wagenknecht, Second by Belia Ramos, to approve the requested action. Motion passed 4 - 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Belia Ramos and Brad Wagenknecht voting yes. Supervisor Pedroza was absent.**

**Item 6M:**

**Deputy Director of Planning, Building and Environmental Services Brian Bordona presented item to the Board.**

**Five (5) people presented Public Comment.**

**Motion by Diane Dillon, Second by Belia Ramos, to approve the requested action. Motion passed 4 - 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Belia Ramos and Brad Wagenknecht voting yes. Supervisor Pedroza was absent.**

**8. PUBLIC COMMENT**

**Five (5) people spoke during public comment.**

**9. SET MATTERS OR PUBLIC HEARINGS**

**A. 8:00 AM**

Board of Supervisors (BOS) - Closed Session  
(please see Special 8:00 AM BOS Meeting Minutes).

**B. 10:15 AM**

County Executive Officer requests the following related to the Napa Valley Tourism Improvement District:

1. Receive an annual report from Visit Napa Valley; and
2. Approval of and authorization for the Chair to sign an agreement with Visit Napa Valley for a maximum of \$437,000 for the term July 1, 2019 through June 30, 2020 for the provision of paid advertising and



marketing services related to destination marketing of Napa County as a visitor destination.

**A-200183B**

**Visit Napa Valley CEO Linsey Gallagher made presentation.**

**Napa Valley Tourism Improvement District Local Governing Committee Chair Anne Marie Conover made presentation.**

**Held discussion.**

**Five (5) people spoke during public comment.**

**Deputy County Executive Officer Molly Rattigan responded to public comment.**

**Director of Planning, Building and Environmental Services David Morrison responded to public comment.**

**Motion by Brad Wagenknecht, Second by Diane Dillon, to approve the requested action. Motion passed 4 - 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Belia Ramos and Brad Wagenknecht voting yes. Supervisor Pedroza was absent.**

**C. 10:30 AM**

County Executive Officer, Director of Planning, Building and Environmental Services, and Director of Housing and Homeless Services seek discussion and possible action on the following related to the Napa Pipe Development:

1. Approval of proposed terms related to a Memorandum of Understanding and Agreement defining the requirements to approve the conditional annexation of the Napa Pipe Property to the City of Napa;
2. Approval of the proposed terms related to the Development Agreement, Affordable Housing Plan, and the Memorandum of Agreement Regarding Regional Needs Allocations for Future Housing Element Planning Periods (the RHNA Agreement); and
3. Approval of the proposed terms related to the SB 235 agreement.

**Deputy County Executive Officer Molly Rattigan and Director of Planning, Building and Environmental Services David Morrison made presentation.**

**Held discussion.**

**City of Napa Community Development Director Vin Smith addressed the Board regarding the proposed action before the Board.**

**Deputy County Counsel Silva Darbinian provided information to the Board in response to Mr. Smith’s comments to the Board.**

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

**Motion by Diane Dillon, Second by Brad Wagenknecht, to take the actions described in the recommendation from staff. Motion passed 4 - 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Belia Ramos and Brad Wagenknecht voting yes. Supervisor Pedroza was absent.**

10. ADMINISTRATIVE ITEMS

Human Services

- A. Director of Health and Human Services requests that the Board of Supervisors receive the 2019 annual report from Napa County Veterans Services Officer, Patrick Jolly.

**Napa County Veterans Services Officer Patrick Jolly made presentation.**

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

**Held discussion.**

**Information only, no formal action taken by the Board.**

General Admin & Finance

- B. County Executive Officer and Clerk of the Board request direction and acceptance of the 2020 Board of Supervisors meeting calendar.

**Correction memo submitted.**

**Clerk of the Board Jose Luis Valdez made presentation.**

**Held discussion.**

**Supervisor Dillon asked that the RCRC meeting dates be added, September 16 and 17, as the meetings are being held in Napa.**

**Supervisor Ramos requested that the August 4 meeting be dropped and scheduled for August 18 due to family considerations.**

**Motion by Diane Dillon, Second by Brad Wagenknecht, to change the August 4 meeting to August 18, change February 18 to February 4 and after March 3 consider a change from July 21 to**

**July 28 and to bring back the calendar to the Board for additional review. Motion passed 4 - 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Belia Ramos and Brad Wagenknecht voting yes. Supervisor Pedroza was absent.**

11. LEGISLATIVE ITEMS

**None.**

12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

**Supervisor Wagenknecht reported that he and Vice Chair Dillon attended the Great Wine Capitals Conference in Bordeaux, France and that a formal report to the Board is forthcoming at a future Board Meeting.**

13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

**None.**

14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

**None.**

15. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION  
(Government Code Section 54956.9(d)(1))

Name of Case: Victor Doportto v. Napa County, et al. Superior Court of the State of California, County of Solano, Case No. FCS049388

**Closed session held. No reportable action.**

16. ADJOURNMENT

**Adjourn to the Board of Supervisors Regular Meeting, Tuesday, November 19, 2019 at 9:00 a.m.**

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RYAN GREGORY, Chair

ATTEST:

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JOSE LUIS VALDEZ, Clerk of the Board