



A Tradition of Stewardship
A Commitment to Service

MINUTES OF THE
SPECIAL MEETING OF THE NAPA COUNTY - BOARD OF
SUPERVISORS
COUNTY OF NAPA

November 7, 2017

Draft Summary of the Proceedings

1. CALL TO ORDER; ROLL CALL

The Board of Supervisors of the County of Napa met in special session on Tuesday, November 7, 2017, at 9:00 a.m. with the following supervisors present: Chair Belia Ramos, Supervisors Ryan Gregory, Diane Dillon, Brad Wagenknecht and Alfredo Pedroza. The meeting was called to order by Chair Belia Ramos.

2. PLEDGE OF ALLEGIANCE

Deputy Director of Health and Human Services - Public Health Officer Dr. Karen Relucio led the assembly in the pledge of allegiance.

3. APPROVAL OF MINUTES

A. Clerk of the Board requests approval of minutes from the following special meetings:

1. October 6, 2017 (Supervisor Belia Ramos arrived during Item 15*);
2. October 7, 10 and 12, 2017 (All Supervisors were present).

*Excused Supervisors will be recorded as abstained unless Supervisor indicates otherwise.

Motion moved by Brad Wagenknecht, seconded by Alfredo Pedroza, to approve minutes with abstentions as declared above. Motion passed 5 - 0.

4. PRESENTATIONS AND COMMENDATIONS

None.

5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS

The following provided reports regarding the 2017 Napa Fire Complex followed by discussion:

Napa County Fire Chief Barry Biermann made presentation.

CAL Environmental Protection Agency representative Bill Robertson made presentation.

Planning, Building, and Environmental Services Director David Morrison provided a status update.

Small Business Administration Public Information Officer Bill Koontz made presentation.

Chief Deputy Director of Health and Human Services - Local Assistance Center (LAC) Operations Manager Mitch Wippenn made presentation.

Director of Public Works Steve Lederer made presentation.

6. CONSENT ITEMS

Community Resources & Infrastructure

- A. Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign Amendment No. 5 to Agreement No. 170518B (formerly Agreement No. 6851) with Interwest Consulting Group with a annual maximum of \$250,000 and extending the term of the agreement until June 30, 2018 to assist with review of building plans for code compliance.

A-170518B (Amend. 5)

General Admin & Finance

- B. Director of Human Resources and Auditor-Controller request adoption of a resolution, as follows, effective November 4, 2017, with no net increase to full-time equivalents:

1. Amend the Table and Index of Classes by:
 - a. Deleting Grant Compliance Auditor;
 - b. Deleting Accountant - Auditor II;
 - c. Deleting Accountant - Auditor III;
 - d. Adding Grant Compliance Auditor;
 - e. Adding Accountant - Auditor II;
 - f. Adding Senior Accountant Auditor*;
 - g. Adding Senior Grant Compliance Auditor; and
 - h. Adding Principal Grant Compliance Auditor**.
2. Amend the Departmental Allocation List for Auditor Controller's Office by:
 - a. Deleting ten 1.0 FTE Accountant - Auditor III;
 - b. Adding seven 1.0 FTE Senior Accountant - Auditor*; and
 - c. Adding three 1.0 FTE Principal Grant Compliance Auditor**.
3. Grant authorization to the Director of Human Resources to execute a Side Letter to the Memorandum of Understanding (MOU) with Public Service Employees (PSE), to include the Grant Compliance class series in section 34.0 of the MOU, allowing them to receive the existing five percent premium pay for employees with a current California Certified Public Accountants (CPA) certificate.

* Flexibly staffed from Accountant - Auditor I to Accountant - Auditor II to Senior Accountant - Auditor.

** Flexibly staffed from Grant Compliance Auditor to Senior Grant Compliance Auditor to Principal Grant Compliance Auditor.

R-2017-175

C.

Director of Human Resources, Director of Planning, Building and Environmental Services, and Director of Child Support Services request adoption of a resolution, as follows, effective November 7, 2017:

1. Amend the Departmental Allocation List for Planning, Building, and Environmental Services by:
 - a. Deleting two 0.5 FTE Office Assistant II; and
 - b. Deleting two 1.0 FTE Park Steward Assistant.
2. Amend the Departmental Allocation List for Child Support Services by deleting one 1.0 FTE Child Support Services Specialist II.

R-2017-176

- D. County Executive Officer requests approval of and authorization for the Chair to sign an agreement with Ralph Andersen & Associates for a maximum of \$28,000 for the term October 30, 2017 through June 30, 2018 to provide recruitment services to staff the position of Assistant County Executive Officer.

A-180172B

- E. County Executive Officer requests the following related to the Napa County Arts and Culture Advisory Committee:

1. Appointment of existing committee members to the following categories as defined in the revised bylaws with terms to commence immediately and expire on the dates noted below*:

<u>Name</u>	<u>District</u>	<u>Representing</u>	<u>Term Expiration</u>
Kristina Young	4	Creation of Arts and Culture Opportunities	Sept. 30, 2018
Molly Stuart	2	Education of Arts and Culture	Sept. 30, 2020
Olivia Everett Dodd	5	Arts Council Napa Valley	Sept. 30, 2018
Eddi Wolk	4	County At-Large	Sept. 30, 2018
Laura Gabriel	1	County At-Large	Sept. 30, 2020

2. Appointment of the following new applicant with the term of office to commence immediately and expire on September 30, 2020*:

<u>Name</u>	<u>District</u>	<u>Representing</u>
Christopher DeNatale	2	Youth Arts

*Reviewed and recommended by the Napa County Arts and Culture Advisory Committee on October 23, 2017.

- F. County Executive Officer requests the Board review and continue the Local Health Emergency which began on October 13, 2017 related to the 2017 Napa Fire Complex.

Motion moved by Ryan Gregory, seconded by Brad Wagenknecht, to approve consent items. Motion passed 5 - 0.

7. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

8. PUBLIC COMMENT

The following spoke during public comment:

Patricia Damery

Eve Kahn

Gary Margadant

James Hinton

Candace Eliza

Director of Public Works Steve Lederer commented on tree removal.

9. SET MATTERS OR PUBLIC HEARINGS

- A. 9:00 AM Recess to the Monticello Public Cemetery District (MPCD) special meeting
(see MPCD Minutes).

10. ADMINISTRATIVE ITEMS

Community Resources & Infrastructure

- A. Director of Public Works requests approval of the following actions for projects related to the 2017 Napa Fire Complex:
1. Approval to utilize \$750,000 of unspent (previously approved) General Fund General Reserve funding for the 2017 Storm Roads projects for projects related to the 2017 Napa Fire Complex;
 2. Approval of Budget Transfer No. DPW032 for the following (4/5 vote required) :
 - a. Increase revenue and appropriations by \$100,000 in the Roads Capital Improvement Project (CIP), Program 18015 (2017 Fire-Sign Replacement Project) budget, offset by the transfer from the General Fund;
 - b. Increase revenue and appropriations by \$300,000 in the Roads CIP, Program 18016 (2017 Fire-Tree Removal Project) budget, offset by the transfer from the General Fund;
 - c. Increase revenue and appropriations by \$150,000 in the Roads CIP, Program 18018 (2017 Fire-Retaining Walls Repair Project) budget, offset by the transfer from the General Fund; and
 - d. Increase revenue and appropriations by \$200,000 in the Roads CIP, Program 18019 (2017 Fire-Redwood Road Slide Repair Project) budget, offset by the transfer from the General Fund.

BT-DPW032

County Executive Office Principal Management Analyst Bret Prebula and Director of Public Works Steve Lederer made presentation.

No testimony presented.

**Motion moved by Diane Dillon, seconded by Alfredo Pedroza, to approve A-1.
Motion passed 5 - 0.**

**Motion moved by Diane Dillon, seconded by Brad Wagenknecht, to approve
A-2. Motion passed 5 - 0.**

11. LEGISLATIVE ITEMS

- A. County Executive Officer requests approval of and authorization for the Chair to communicate to Congress and pertinent parties support to amend H.R. 1, known as the Tax Cut and Jobs Act of 2018, introduced on Thursday, November 2, to allow residential property owners to continue deducting uninsured and underinsured losses suffered in wildfires from their federal income tax liability.

Deputy County Executive Officer Molly Rattigan made presentation.

Held discussion.

No testimony presented.

**Motion moved by Brad Wagenknecht, seconded by Diane Dillon, to approve
requested action. Motion passed 5 - 0.**

12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

None.

13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

None.

14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

None.

15. CLOSED SESSION

- A. CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)

Agency Designated Representative: Heather Ruiz, Director of Human Resources
Employee Organizations: Unrepresented Employees (Non-Classified Management, Classified Management and Confidential Employees of the County of Napa - Excluding Elected Officials)

Closed session held. No reportable action.

16. ADJOURNMENT

**Adjourned to the Board of Supervisors special meeting Tuesday, November 14,
2017 at 8:00 a.m.**

BELIA RAMOS, Chair

ATTEST:

GLADYS I. COIL, Clerk of the Board