



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 11/12/2019

Agenda Placement: 6Y

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Minh Tran - County Executive Officer
County Executive Office

REPORT BY: Helene Franchi, Deputy County Executive Officer - 253-4820

SUBJECT: Adoption of a Resolution Appointing an Interim Compliance and Privacy Officer and Delegating Authority to Appoint Subsequent Compliance and Privacy Officers

RECOMMENDATION

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.

EXECUTIVE SUMMARY

Adoption of today's resolution will temporarily appoint Mr. Diel as the County's Interim Compliance and Privacy Officer. A recruitment is underway to permanently fill the position. The resolution would authorize the County Executive Officer to appoint the successful candidate of that recruitment, and subsequent Compliance and Privacy Officers.

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

Effective October 12, 2019, the resolution would designate Jim Diel, Assistant Director of Health and Human Services Agency (HHSA), to serve as the Interim Compliance and Privacy Officer. As your Board knows, this position also serves as the Deputy Director of HHSA – Quality Management and directly manages a division within HHSA. The position is being vacated by Scott Seaborn, who left the County effective October 11, 2019.

Because the County is required to have this position due to regulatory and funding requirements, staff is requesting the Board officially designate Mr. Diel to serve in this capacity while the recruitment process is completed.

The recruitment closed on October 18, 2019 and the selection process is underway. Once the selection is made, the County Executive Officer would designate the individual to serve at will as the County's Compliance and Privacy Officer pursuant to today's action.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Helene Franchi