



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 3/26/2019

Agenda Placement: 6F

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Shelli Brobst for Jennifer Yasumoto - Director  
Health & Human Services Administration

**REPORT BY:** JoAnn Melgar, Staff Services Analyst II - 707-253-4722

**SUBJECT:** Adoption of a Resolution Amending the Bylaws of the Napa County Veterans' Commission

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### **RECOMMENDATION**

Director of Health and Human Services requests adoption of a resolution amending the Napa County Bylaws Manual Part II, Section 44 Veterans' Commission, effective March 26, 2019.

### **EXECUTIVE SUMMARY**

On January 30, 2018, the Napa County Board of Supervisors ("Board") adopted a resolution creating the Napa County Veterans' Commission ("Commission") and adopted its bylaws and policies to govern various aspects of the Commission. These policies and bylaws have been incorporated into Part II: Section 44 of the Napa County Policy Manual.

The Commission appointed an ad hoc committee to study the original bylaws and to make recommendations to the Commission on revisions to the bylaws, which were unanimously approved by the Commission on February 27, 2019. The purpose of today's action is to formally approve the recommended changes to the bylaws.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

### **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**

The Board of Supervisors directed staff to create a Napa County Veterans' Commission ("Commission") that would be responsible for providing the County with appropriate recommendations concerning Veterans' needs county-wide. The Board adopted a resolution to create the Commission on January 30, 2018.

The purpose of the Commission is to serve as an advocate for people who have served in the Military ("Veterans") and their families by helping them to maintain a good quality of life and to remain independent by increasing awareness of the issues facing Veterans in Napa County and by influencing public policy through regular reports to the Board of Supervisors. The Commission educates and raises awareness of the public, county staff and the County Board of Supervisors regarding issues affecting Veterans and their families, including, but not limited to Veterans' physical and mental health, transportation, benefits, and ways to generally improve the lives of Veterans. Further, the Veterans' Commission makes recommendations to the Board of Supervisor's Legislative Subcommittee regarding needed changes in State law for incorporation into the County's legislative platform.

The purpose of today's requested action is to amend the bylaws to revise the language to reflect that the Commission serves as an advocate for Veterans, which was not spelled out in the original bylaws. In addition, this amendment to the bylaws will eliminate the Supervisorial District residency requirement thus allowing applicants to be ranked according to merit and needs of the Commission rather than residency and eliminate the verbiage relating to the startup of the Commission. In addition, today's proposed amendment to the bylaws changes the Conduct of Meetings/Order of Business to include:

- | Veterans Service Officer Report;
- | Veterans Service Office staff report;
- | Standing Committees reports; and
- | Commissioner's report.

Section 8 of the Napa Policy Manual relating to the establishment of County boards, commissions and committees requires that rules and regulations for the conduct of business of the various commissions must be adopted by the Board of Supervisors.

### **SUPPORTING DOCUMENTS**

- A . Resolution
- B . Redline copy of bylaws changes
- C . Clean copy of bylaws changes

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri