



AGENDA

SPECIAL MEETING

NAPA COUNTY BOARD OF SUPERVISORS

Tuesday March 04, 2008 9:00 A.M.

Brad Wagenknecht
District 1

Mark Luce
District 2

Diane Dillon
District 3

Bill Dodd
District 4

Harold Moskowitz
District 5

Nancy Watt
County Executive Officer

Gladys I. Coil
Clerk of the Board

Robert Westmeyer
County Counsel

GENERAL INFORMATION

The Board of Supervisors meets each Tuesday at 9:00 A.M. at 1195 Third Street, Suite 305, Napa, California 94559. The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available through the Clerk of the Board of the Napa County Board of Supervisors. Requests for disability related modifications or accommodations, aids or services may be made to the Clerk of the Board's office no less than 72 hours prior to the meeting date by contacting (707) 253-4580 (253-6088TDD).

The agenda is divided into three sections:

CONSENT ITEMS - These matters typically include routine financial or administrative actions, as well as final adoption of ordinances that cannot be both introduced and adopted at the same meeting. Any item on the CONSENT CALENDAR will be discussed separately at the request of any person. CONSENT CALENDAR items are usually approved with a single motion.

SET MATTERS - PUBLIC HEARINGS - These items are noticed hearings, work sessions, and items with a previously set time.

ADMINISTRATIVE ITEMS - These items include significant policy and administrative actions and are classified by program areas. Immediately after approval of the CONSENT CALENDAR, if the time for hearing SET MATTERS has not arrived, ADMINISTRATIVE ITEMS will be considered.

Check with the Clerk of the Board to view any additional documents that may have been filed related to any item on this agenda.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA please proceed to the rostrum and, after receiving recognition from the Chair, give your name, address, and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Board.

AGENDA AVAILABLE ONLINE AT www.co.napa.ca.us

1. **CALL TO ORDER; ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF MINUTES**
4. **PRESENTATIONS AND COMMENDATIONS**
5. **PUBLIC COMMENT**

In this time period, anyone may address the Board of Supervisors regarding any subject over which the Board has jurisdiction but which is not on today's posted agenda. In order to provide all interested parties an opportunity to speak, time limitations shall be at the discretion of the Chair. As required by Government Code, no action or discussion will be undertaken on any item raised during this Public Comment period.

6. **DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS**
7. **CONSENT ITEMS**

Public Safety

- A. Sheriff requests approval of the following items related to the establishment of a fixed asset and purchase of one infrared camera system:
 1. Approval of Budget Transfer No. 23 transferring \$13,494 from California Multi-jurisdictional Methamphetamine Enforcement Team Expenses to Equipment within the Napa Special Investigations budget and establishing a fixed asset in the amount of \$13,494 (4/5 vote required); and
 2. A waiver of competitive bidding requirement and sole source award to DTC Communications, Inc., 486 Amherst St., Nashua, NH, for a total of \$13,494 pursuant to County Ordinance Code 2.36.090.

Human Services

- B. Director of Health and Human Services Agency (HHSA) and the Human Resources Director request the following actions regarding HHSA's kitchen services:
 1. Adoption of a resolution amending the Departmental Allocation List for HHSA's Substance Abuse Services and Administration Divisions by adding one .5 FTE Cook II position to Budget Unit 50000, Administration Division, and deleting one .5 Cook II position from Budget Unit 42200, Substance Abuse Services Division, effective March 8, 2008; and
 2. Approval of Budget Transfer No. 24 increasing appropriations in the HHSA Administration budget (Budget Unit 50000) by \$16,151 with offsetting revenues from the HHSA Substance Abuse Services Division (Budget Unit 42200). (4/5 vote required)

- C. Director of Health and Human Services and Human Resources Director request adoption of a resolution amending the Departmental Allocation List of the Public Health Division of the Health and Human Services Agency (HHS), deleting one (1) vacant Secretary position and adding one (1) Supervising Office Assistant position, effective March 4, 2008.

Community Resources & Infrastructure

- D. Director of Public Works and County Executive Officer requests the following as it relates to the temporary loan of General Fund money to the Napa Berryessa Resort Improvement District:
1. Adoption of a resolution approving issuance of a Note on funds loaned for the purpose of funding design of the District's facilities improvements and authorizing the Chair and Clerk of the Board to sign the Note; and
 2. Approval of Budget Transfer No. 27 appropriating \$460,000 in the County Contribution budget (18600) and reducing General Fund Contingencies by an equivalent amount to fund the District's loan. (4/5 vote required)

General Admin & Finance

- E. Chief Information Officer requests authorization to close out an imprest cash fund in the amount of \$100 for the Information Technology Services Department.
- F. Human Resources Director requests adoption of a resolution regarding the following effective March 4, 2008:
1. Amending the Departmental Allocation List for Environmental Management adding (1) one Environmental Resources Specialist and deleting (1) one Environmental Health Technician; and
 2. Amending the Table and Index of Classes deleting Environmental Health Technician.
- G. Human Resources Director requests the adoption of a resolution amending the Departmental Allocation List for the Community and Intergovernmental Affairs Division of the County Executive Office adding (1) 1.0 FTE Secretary and deleting (1) .8 FTE Secretary and (1) .5 FTE Secretary, effective March 8, 2008.
- H. Human Resources Director requests adoption of a resolution regarding the following in connection with the Department of Corrections, effective March 4, 2008:
1. Amend the Departmental Allocation List deleting one (1) (M) Correctional Lieutenant and adding one (1) (M) Correctional Lieutenant designated as "at-will" Management Non-Classified (Other); and
 2. Amend appropriate policies deleting Correctional Lieutenant from the list of Management Classified classifications and adding Correctional Lieutenant to the list of "at-will" Management Non-Classified (Other) classifications.

- I. Human Resources Director requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 6622 with CPS Human Resources, dba CPS Executive Search, increasing the amount by \$24,000 for a new maximum of \$131,000, and amending the scope of work to include recruitment services to staff the position of Director of Corrections.

8. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

9. SET MATTERS OR PUBLIC HEARINGS

A. 9:00 AM

Recess to the Napa Berryessa Resort Improvement District (NBRID) meeting (See NBRID Agenda).

B. 9:10 AM

County Executive Officer recommends the following in regards to the position of Napa County Treasurer-Tax Collector:

1. For the Board to have a discussion on possibly making the position appointive; and
2. If the Board decides to move forward in making the position appointive, direct County Counsel to prepare the documents necessary to place a referendum on the November 2008 General Election ballot changing the position of Napa County Treasurer-Tax Collector from an elective officer to an officer appointed by the Board of Supervisors and place the matter on a future Board agenda for decision.

C. 9:40 AM

County Executive Officer requests the following:

1. For the Board to interview Assistant Treasurer-Tax Collector, Tamie Frasier, to be considered for the position of the Treasurer-Tax Collector with the term of office to expire on January 3, 2011;
2. Upon completion of the interview, have a discussion on her appointment; and
3. If the decision is to appoint Ms. Frasier to be the next Treasurer-Tax Collector, direct staff to return to the Board on April 1, 2008 with a Resolution making the official appointment; or
4. Provide such other direction regarding the appointment process the Board may wish.

D. 1:30 PM

Recess to the Napa County Flood Control and Water Conservation District (NCFCWCD) meeting (See NCFCWCD Agenda).

10. ADMINISTRATIVE ITEMS

Community Resources & Infrastructure

- A. Director of Public Works to provide an update on current and projected Measure A tax revenues and expenditures on Board approved projects and studies related to flood damage reduction and watershed management in the unincorporated area of the County and water supply reliability in the Angwin/Deer Park community.

11. LEGISLATIVE ITEMS

12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

15. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9:
(One case)

16. ADJOURNMENT

ADJOURN TO BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, MARCH 11, 2008 AT 9:00 A.M.