



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 4/4/2017  
Agenda Placement: 10E

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Alice Hughey for Leanne Link - County Executive Officer  
County Executive Office  
**REPORT BY:** Barbara Fultz, Administrative Support Tech - (707) 253-4595  
**SUBJECT:** Appointment to the Napa County Local Food Advisory Council

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### **RECOMMENDATION**

County Executive Officer requests the following actions regarding the Napa County Local Food Advisory Council:

1. Appointment of the following applicants with the terms of office to commence immediately and expire as listed below:

<u>Name</u>	<u>District</u>	<u>Representing</u>	<u>Expiring Term</u>
Jennifer Palmer	1	City of Napa	Jan 31, 2021
Elizabeth Palmer	3	Town of Yountville	Feb 17, 2021
Victoria Bartelt*	4	Agriculture and/or Marketing and/or Distribution of Agriculture Products	Jan 17, 2021
Angela Baxter	3	Public Health and Nutrition, Education and/or Institutions	Jan 17, 2021
Brian Henricksen	4	Public Health and Nutrition, Education and/or Institutions	Jan 17, 2021

\*Incumbent

2. Appointment of one of the following applicants with the term of office to commence immediately and expire January 15, 2019:

<u>Name</u>	<u>District</u>	<u>Representing</u>
David Layland	1	Community at Large
Elizabeth Skylar	1	Community at Large

**EXECUTIVE SUMMARY**

There are currently four openings on the Napa County Local Food Advisory Council due to vacancies and expiring terms representing the Cities of Napa, American Canyon, Calistoga, and the Town of Yountville. The County Executive Office received appointment requests from the City of Napa (appointment letter attached) and the Town of Yountville (Certified Copy - Appointment 17-1084 attached). The Cities of American Canyon and Calistoga are currently recruiting for members to represent their jurisdictions.

There are also four additional vacancies representing Agriculture and/or Marketing and/or Distribution of Agriculture Products, Public Health and Nutrition/Education and/or Institutions, and Community at Large due to one expiring term and three vacancies. The County Executive Office advertised the vacancies and received one reappointment request from Victoria Bartelt and four new applications from Angela Baxter, Brian Henricksen, David Layland and Elizabeth Skylar.

**PROCEDURAL REQUIREMENTS**

1. Staff reports.
2. Public comments.
3. Motion, second, discussion and vote on the item.

**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**

On September 28, 2009, the Board of Supervisors established a strategic objective calling on the Agricultural Commissioner's office to organize a Local Food Forum and initiate a community discussion regarding local food production, sourcing and distribution. The Board's establishment of this strategic objective was consistent with the Napa County General Plan, which includes a policy statement recognizing that "increasing local food production in Napa County and increasing local food purchases by County residents and institutions such as the jail, schools, and hospitals will contribute to greater food security, increase agricultural diversity, and create a reliable market for small-scale farmers" (Policy AG/LU-19).

On October 5, 2010, the Board of Supervisors adopted Resolution 2010-128 creating the Napa County Local Food Advisory Council (LFAC). The LFAC advises the Agricultural Commissioner and Board of Supervisors regarding the development and promotion of a sustainable local food system and helps set priorities and plan and implement initiatives to improve the environmental, economic and social sustainability of food production in Napa County. Additionally, the Board adopted bylaws for the LFAC, which included 15 members appointed by the County Board of Supervisors, including representatives of agriculture, public and private institutions, health and nutrition, community advocates, the incorporated cities and towns and the unincorporated portion of Napa County. Specifically, the Advisory Council consisted of one representative from the Board of Supervisors, five

representatives from the incorporated cities/town, three representatives from agriculture, one individual representing public health and/or nutrition, one individual representing institutions, one individual representing marketing and/or distribution of agricultural products, and three representatives from the community at large.

On December 20, 2016 the Board of Supervisors adopted Resolution 2016-185 extending the life of the LFAC to December 20, 2020 and Resolution 2016-186 to change the representative composition of the LFAC, the attendance requirements, and the definition of a "quorum." The new representative composition of LFAC is as follows:

- | One representative from the Board of Supervisors;
- | Five representatives from the incorporated cities/town;
- | Three representatives from agriculture and/or marketing and/or distribution of agriculture products;
- | Three representatives from public health and nutrition, education and/or institutions; and
- | Three representatives from the community at large.

The County Executive Office will coordinate with the Local Food Advisory Council liaison, City of Calistoga and the City of American Canyon to appoint members to represent their jurisdictions and return to the Board of Supervisors with their recommendations for appointment at a future date.

#### **SUPPORTING DOCUMENTS**

- A . City of Napa Appointment
- B . Town of Yountville Appointment
- C . Angela Baxter Application
- D . Brian Henricksen Application
- E . David Layland Application
- F . Elizabeth Skylar Application

CEO Recommendation: Approve

Reviewed By: Carlos Solorio