



Agenda

INTERNAL OPERATIONS COMMITTEE

RECORD OF ACTION FOR

April 13, 2015

2:30 P.M.

651 Pine Street, Room 101, Martinez

Supervisor Karen Mitchoff, Chair

Supervisor John Gioia, Vice Chair

Present: Karen Mitchoff, Chair

John Gioia, Vice Chair

Staff Present: Julie DiMaggio Enea, Staff

Attendees: Joe Doser, Environmental Health

Marilyn Underwood, Environmental Health

Scott Gordon

Krystal Hinojosa, District IV Supervisor's Office

Cliff Glickman

Alissa Friedman

Maureen Parkes, Conservation & Development Dept

Abigail Fatemen, Conservation & Development Dept

Bob Calkins, Conservation & Development Dept

John Kopchik, Conservation & Development Director

Daniel Davis, Conservation & Development Dept

Matt Ward, Conservation & Development Dept

Gabriel Lemus, Conservation & Development Dept

James Flessner

Ronald Reagan

Shayne Kaleo, Anka Behavioral Health

Barrie Hathaway, The Stride Center

Shaun Rice

Raquel Toledo, Business Dev. Center

Peter Nuti, Republic Services

Nuru Neemuchwalla

Merl Crat, Open Opportunities

Salvatore Evola

Michael Kent, Hazardous Materials Ombudsman

Daryl Long

Keith Freitas, Airports Manager

Donna Columbo, Anka Behavioral Health

Theresa Speiker, Chief Asst. County Administrator

1. Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).

No meeting attendees requested to speak during the public comment period.

3. RECEIVE and APPROVE the Record of Action for the March 9, 2015 IOC meeting.

The Committee approved the Record of Action for the March 9, 2015 meeting as presented.

AYE: Chair Karen Mitchoff, Vice Chair John Gioia
Passed

Attachments:

Record of Action for 3/9/15 Internal Operations Committee Meeting

4. APPROVE the nomination of Peter Dragovich (Martinez) to the Environmental #2 Alternate seat on the Hazardous Materials Commission to complete the unexpired term ending on December 31, 2015 and to a new term ending on December 31, 2019.

The Committee approved the nomination of Peter Dragovich to the Environmental #2 Alternate seat on the Hazardous Materials Commission, to complete the unexpired term ending on December 31, 2015 and to a new term ending on December 31, 2019, and directed staff to forward the Committee's recommendation to the Board of Supervisors.

AYE: Chair Karen Mitchoff, Vice Chair John Gioia
Passed

Attachments:

HazMat Commission Nomination Packet/Candidate Application

HazMat Commission Press Release

HazMat Commission Recruitment Flyer

HazMat Commission Recruitment Letter

5. INTERVIEW candidates for the BOS Appointee 1 seat, to complete the unexpired term ending on May 2, 2016; and for the BOS Appointee 2 seat, to complete the current term expiring on May 4, 2015 and to a new four-year term expiring on May 6, 2019, on the Airport Land Use Commission and CONSIDER determining recommendations for Board of Supervisors consideration.

The Committee interviewed James Flessner, Tom Weber, Shaun Rice, and Ronald Reagan and decided to recommend the reappointment of Tom Weber to the Appointee #1 seat to complete the unexpired term ending on May 2, 2016; and the appointment of Ronald Reagan to the Appointee #2 seat to complete the current term expiring on May 4, 2015 and to a new four-year term expiring on May 6, 2019, on the Airport Land Use Commission; and directed staff to forward the Committee's recommendation to the Board of Supervisors.

AYE: Chair Karen Mitchoff, Vice Chair John Gioia
Passed

Attachments:

Candidate Application_ALUC_Felix Boston
Candidate Application_ALUC_James Flessner
Candidate Application_ALUC_Alexander Golovets
Candidate Application_ALUC_John Jewell
Candidate Application_ALUC_Charles Kreling_Resume
Candidate Application_ALUC_Charles Kreling
Candidate Application_ALUC_Geoffrey Logan
Candidate Application_ALUC_Ronald Reagan
Candidate Application_ALUC_Shaun Rice
Candidate Application_ALUC_H R Singh
Candidate Application_ALUC_Thomas Weber
DCD ALUC Recruitment Announcement

6. CONDUCT interviews of the candidates for two impartial observers and one evaluator of the Three-Day Ambulance Service RFP (Request for Proposals) scoring process and DETERMINE recommendations for consideration by the Board of Supervisors.

The Committee interviewed Nuru Neemuchwalla and Stephen Smith, and decided to recommend Mr. Neemuchwalla and Janice Howe (on the basis of her application) for the impartial observer roles and Mr. Smith for the evaluator role, and directed staff to forward the Committee's recommendations to the Board of Supervisors and to notify Ms. Howe and Emergency Services Director of the Committee's nominations.

AYE: Chair Karen Mitchoff, Vice Chair John Gioia
Passed

Attachments:

Recruitment Announcement
Candidate Letter of Introduction_Resume_Janice L. Howe
Candidate Letter of Introduction_Nuru Neemuchwalla
Candidate Resume_Nuru Neemuchwalla
Candidate Letter of Introduction_Stephen Smith
Candidate Resume_Stephen Smith

7. APPROVE recommendations from the Fish & Wildlife Committee for the allocation of 2015 Fish and Wildlife Propagation Fund grant funds for 11 projects totaling \$61,155.

Supervisor Gioia asked how often the Fish & Wildlife Committee reviewed its priorities guiding the formulation of funding recommendations. Maureen Parkes responded they generally rely on the criteria set forth in statute but that, several years ago, the Committee decided to place more emphasis on public education and outreach.

The Committee approved the Fish & Wildlife Committee recommendations for the allocation of 2015 Fish and Wildlife Propagation Fund grant funds for 11 projects totaling \$61,155 and directed staff to forward the Committee's recommendations to the Board of Supervisors.

AYE: Chair Karen Mitchoff, Vice Chair John Gioia

Passed

Attachments:

Fish & Wildlife Cte Recommendations for Propagation Fund Allocation

8. 1. APPROVE recommendations for FY 2015/16 and FY 2016/17 Infrastructure/Public Facilities (IPF) projects as recommended by staff or amended by the Committee.
2. APPROVE recommendations for FY 2015/16 and FY 2016/17 Economic Development (ED) projects as recommended by staff or amended by the Committee.
3. DIRECT the Department of Conservation and Development to prepare a staff report on the Committee's recommendations. The staff report will be submitted together with funding recommendations for all other CDBG categories for the Board of Supervisors consideration on May 5, 2015.

Gabriel Lemus presented the staff report and explained the reasoning for the funding recommendations. He also explained how the funding cycles were modified to better align with the CDBG Program funding cycles.

The Committee approved the staff recommendations as presented in Attachments A and B of the staff report and directed DCD to bring those recommendations to the Board of Supervisors in May.

AYE: Chair Karen Mitchoff, Vice Chair John Gioia

Passed

Attachments:

Transmittal of CDBG Funding Recommendations

CDBG Economic Development Funding Recommendations

CDBG Economic Development Staff Report

CDBG Infrastructure/Public Facilities Funding Recommendations

CDBG Infrastructure/Public Facilities Staff Report

9. ACCEPT report on the status of the development of a waste hauler ordinance.

Supervisor Gioia provided the context for the Board referral on the development of a waste hauler ordinance.

Marilyn Underwood explained how the project was initiated two years ago, with an invitation from the County's Environmental Health (EH) Division to all of the County's waste franchisees to comment on the ordinance proposal. She explained that a subsequent review of the proposal by County legal counsel in the context of the waste franchise agreements indicated that the agreement with Richmond Sanitary Service (RSS) may have the most potential to be impacted by the ordinance proposal. In order to understand those impacts, EH staff met with and specifically solicited comments from RSS first among the franchisees, in December, on the proposal. If those impacts were determined to be insurmountable, there would be no going forward. RSS responded in March with comments. Dropboxes and scavengers were identified as issues.

EH staff clarified that the waste hauler ordinance regulates the transport of waste in the unincorporated area but does not regulate collection or disposal of waste, which are covered in the franchise agreements. Supervisor Gioia offered two clarifying examples of the applicability of the ordinance: (1) that someone picking up refuse within a city limit and driving over county roads to a landfill for disposal would be subject to the ordinance; and (2) conversely, that hauling of debris that was generated by a service, such as green waste that was collected and hauled tangential to the gardening service or demolition debris that was collected and hauled tangential to a demolition project, was permissible under the ordinance.

EH proposed to send the current draft ordinance to all of the stakeholders for remarks by May 15 and report back to IOC in July and the Committee concurred.

Attachments:

Status Update from Environmental Health Div on Development of a Waste Hauler Ordinance

10.

- The IOC is asked to provide direction regarding any of the findings and recommendations to the staff report.
- Staff to return to the Committee with answers to any questions or issues that were raised in this first Triennial Review.
- Staff to complete the next set of advisory body reviews for IOC/BOS, based on Supervisorial input and direction from the first set of reviews.
- Staff to continue to work with and train the advisory body members, as well as the County or contract staff assigned to the bodies, in the Triennial Review process and the other materials (annual reports and annual work plan) that bodies should be regularly filing with the BOS.

Terry Speiker presented the staff report on Phase 1 of 3 of the triennial advisory body review and mentioned that, in addition to the areas specified for review by the Board of Supervisors, the Fair Political Practices Commission also recommended that the County examine whether or not an advisory body should adopt a Conflict of Interest Code and its members annually file the Form 700 Conflict of Interest Statement. Consequently, the staff report includes recommendations for that kind of examination.

The Committee generally concurred with staff's recommendations with the following exceptions and additional direction:

- *The activities of the Advisory Council on Aging need further examination with respect to the charge established for this body. This body's need to file the Form 700 should be reviewed by County Counsel.*
- *Because the Countywide Bicycle Committee substantially duplicates the purpose and activities of the CCTA Countywide Bicycle and Pedestrian Committee, the Committee requested the Department of Conservation and Development to examine how these two bodies could be merged to preserve as much of the membership as possible, and to report back to IOC in 60 days with recommendations.*
- *The Committee would like to see more structure established around the Economic Opportunity Council and how its monies are spent, e.g., employee salary costs vs. outside programming. Supervisor Mitchoff understood that 90% of the grant funding received by the EOC was being expended on County staff costs and 10% on programs, which she felt was inappropriate. This matter was referred to the CAO for review by the Senior Deputy overseeing the Employment and Human Services Department.*
- *The Health Services Department is requested to consider whether or not there is enough overlap to merge the Public and Environmental Health Advisory Board and the Hazardous Materials Commission, and to report its recommendations to the County Administrator (CAO).*
- *The Committee concurred with the staff recommendation to have the recently hired Agriculture Director review the charge, work, and structure of the Agricultural Task Force and provide the CAO with recommendations for any changes thereto.*
- *The Health Services Department requested to provide the CAO its comments and suggestions regarding the current scope of the Alcohol and Other Drugs Advisory Board and how to make its work less demanding on County staff.*
- *The Committee wishes to maintain the Arts and Culture Commission at its current level of support unless the Commission itself determined that it could spin off to a non-profit organization.*
- *The Committee directed that the number of members on Commission for Women should be reduced to 15 and that CAO staff should further examine the need for staff support.*
- *The Committee expressed concerns that the Emergency Medical Care Committee (EMCC) was working beyond its charge and authority and directed the CAO to examine this with the EMCC.*
- *The Committee concurred with staff's recommendation to abolish the Historical Landmarks Committee and rely on the Contra Costa County Historical Society to fulfill this role.*

- *The Committee concurred with staff's recommendations to abolish the Bay Area Library Information System Advisory Council (because State law has sunset the body) and to postpone the review of the Library Commission until the 2015-16 review cycle.*

The Committee asked the CAO to report back in 30-60 days to follow up on the preceding directives.

AYE: Chair Karen Mitchoff, Vice Chair John Gioia

Passed

Attachments:

CAO TRIENNIAL ADVISORY BODY REVIEW - PHASE I REPORT AND
RECOMMENDATIONS

11. The next meeting is currently scheduled for May 11, 2015.
12. Adjourn

The Chair adjourned the meeting at 3:50 p.m.

For Additional Information Contact:

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