



# INTERNAL OPERATIONS COMMITTEE

RECORD OF ACTION FOR  
April 9, 2018

Supervisor Diane Burgis, Chair  
Supervisor Candace Andersen, Vice Chair

Present: Diane Burgis, Chair  
Candace Andersen, Vice Chair

Staff Present: Julie DiMaggio Enea, Staff

Attendees: Edgar Grubb  
Jack Weir  
David Gould, Purchasing Services Manager  
Jami Napier, Asst. Clerk of the Board  
Maureen Toms, Deputy Director-Conservation & Devel  
Phyllis Gordon  
Maureen Parkes, Conservation & Devel Dept  
Brice Bins, Chief Deputy Treasurer-Tax Collector  
Bob Campbell, Auditor-Controller  
Cathy Reed  
Debbie Toth  
Teri Leider  
William Swenson  
Joey Smith  
Dr. Julianna Hynes  
Argentina Dávila-Luévano  
Susan Smith, County Administrator's Office  
Patricia Ramirez  
Emlyn Struthers, Clerk of the Board's Office  
Mark Goodwin, District III Chief of Staff  
Kirsten Upshaw  
Rico Ramirez  
Julia Halsey

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## 1. Introductions

*Chair Burgis convened the meeting at 1:02 p.m. and self-introductions were made around the room.*

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

*Joey Smith of the Commission for Women suggested that the meeting be adjourned in memory of Tique Lee Caul and asked the Committee to consider adjourning the next Board of Supervisors meeting in her memory.*

3. RECEIVE and APPROVE the Records of Action for the February 12 and March 12, 2018 IOC meetings.

*The Committee approved the Records of Action for the February 12 and March 12 IOC meetings as presented by staff.*

AYE: Chair Diane Burgis, Vice Chair Candace Andersen  
Passed

4.
  1. INTERVIEW candidates for the Public Member seat on the Countywide Redevelopment Successor Oversight Board and DETERMINE recommendation to the Board of Supervisors for appointment effective July 1, 2018.
  2. RECOMMEND to the Board of Supervisors a term of office for the Public Member seat of one to four years, beginning July 1, 2018.

*The Committee interviewed Jack Weir and William Swenson and, after confirming with the Auditor-Controller that an Alternate Seat could be created, decided to recommend Jack Weir for appointment to the Public Member seat and William Swenson for appointment as an Alternate to the Public Member on the Countywide Redevelopment Successor Agency Oversight Board to four-year terms effective July 1, 2018 through June 30, 2022.*

AYE: Chair Diane Burgis, Vice Chair Candace Andersen  
Passed

5. INTERVIEW candidates for the Public Member #1 and #2 seats on the Treasury Oversight Committee for four-year terms effective May 1, 2018 through April 30, 2022, and DETERMINE recommendations for Board of Supervisors consideration.

*The Committee interviewed Makalia Aga, Edgar Grubb, Dennis Reigle, Parm Sandhu, and Laura Sarapochillo in a group setting and concurred with the recommendation of the Treasurer-Tax Collector to recommend Dennis Reigle for appointment to the Public 1 seat and Edgar Grubb for reappointment to the Public 2 seat on the Treasury Oversight Committee to four year terms effective May 1, 2018 through April 30, 2022.*

AYE: Chair Diane Burgis, Vice Chair Candace Andersen  
Passed

AYE: Chair Diane Burgis, Vice Chair Candace Andersen

6. CONSIDER response from the Commission on Women to staff recommendations presented in February 2018.

*Staff introduced the item by reviewing the prior direction given by the IOC in September 2017. The IOC had asked the Commission for Women to discuss reducing the number of At Large seats on the Commission from 15 to 10, which the CAO had recommended to address lack of quorum, and report back to the IOC in April 2018. The other four CAO recommendations to address Commission operational issues were to be tabled until the quorum issue was resolved and the Commission could meet to discuss them, and report back to the IOC in October 2018.*

*The current Commissioners submitted a written response, attached, to all of the CAO recommendations.*

*Vice Chair Andersen expressed a preference to reduce total Commission membership to 15 -- still a large membership. Chair Burgis again requested a proposed budget from the Commission, making no commitments of funding but wanting an estimate of funding that the Commission would need to function properly. She noted that the Commission website showed no meeting minutes since October 2016 and, of the minutes that were available, an average of five members were reported absent at each meeting. Staff reported that the Commission currently has 10 vacancies: two District seats and eight At Large seats. Chair Burgis commented that only members who could commit to the meeting schedule and level of activity should be considered for appointment.*

*Phyllis Gordon stated that the Commission has frozen recruitment efforts due to internal tension and objected to a reduction in membership. She stated that the members were very busy women with many responsibilities and that, consequently, many women are required to accomplish the work of the Commission. She added that it was often difficult to get members to take on higher obligations.*

*The Supervisors remained concerned about allegations that members were being required to fundraise. Several Commissioners highlighted some of the expenses incurred by the Commission, such as for trips to Washington, D.C. Phyllis Gordon commented that at one time the County provided funding and staff support for the Commission. She requested that the Commission be able to share what it needs from the County and the CAO liaison. Julia Halsey (President of the Friends group) asked what the County spends on its other advisory bodies and suggested that a commensurate amount should be allocated to the Commission.*

*Phyllis Gordon stated unequivocally that members are not required to fundraise, though some do so willingly. She dismissed the allegations of former members who resigned, stating that their report was biased and uninformed due to their short tenure with the Commission. Julia Halsey agreed and thought that too much credence was being given to the complainants.*

*Debbie Toth commented that she chose not to join the Commission due to the*

*negativity and drama surrounding the Commission, characterizing the situation as a "witch hunt". Argentina Davila-Luevano attributed the Commission's recent problems to two individuals who resigned.*

*Vice Chair Andersen commented that the individual that was appointed to represent her District is a well-regarded attorney.*

*The IOC decided to recommend to the Board of Supervisors a reduction in the number of At Large seats from 15 to 10, and directed the CAO liaison to meet with the Commission for Women to discuss the remaining CAO recommendations.*

AYE: Chair Diane Burgis, Vice Chair Candace Andersen

Passed

7. APPROVE recommendations from the Fish & Wildlife Committee for the allocation of 2018 Fish and Wildlife Propagation Fund grant funds for ten projects totaling \$101,355.

*Vice Chair Andersen approved the proposed 2018 allocation of Fish and Wildlife Propagation Funds and directed staff to forward the recommendations to the Board of Supervisors. (Chair Burgis had to leave prior to the conclusion of the meeting.)*

AYE: Vice Chair Candace Andersen

Other: Chair Diane Burgis (ABSENT)

Passed

8. ACCEPT the Small Business Enterprise, Outreach and Local Bid Preference Programs Report, reflecting departmental program data for the period July 1 through December 31, 2017.

*Vice Chair Andersen accepted the report and requested that the Purchasing Manager include three to five years of historical comparisons in future reports to help provide context for current year performance. She directed staff to forward the report to the Board of Supervisors.*

*(Supervisor Burgis had to leave prior to the conclusion of the meeting.)*

AYE: Vice Chair Candace Andersen

Other: Chair Diane Burgis (ABSENT)

Passed

9. The next meeting is currently scheduled for May 14, 2018.

*The Committee decided to cancel its regular meeting of May 14, 2018.*

AYE: Chair Diane Burgis, Vice Chair Candace Andersen

Passed

10. Adjourn

*Vice Chair Andersen adjourned the meeting in memory of Tique Lee Caul.*

For Additional Information Contact:

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