

DRAFT



LEGISLATION COMMITTEE

February 12, 2018

10:30 A.M.

651 Pine Street, Room 101, Martinez

Supervisor Karen Mitchoff, Chair
Supervisor Diane Burgis, Vice Chair

Agenda Items:

Items may be taken out of order based on the business of the day and preference of the Committee

Present: Karen Mitchoff, Chair
Diane Burgis, Vice Chair

Staff Present: Lara DeLaney, Senior Deputy County Administrator
Patricia Frost, EMS Director, CCC
Anne Struthers, Division Manager, Homeless and Housing Policy and Planning Bureau, EHSD
Mark Goodwin, Chief of Staff, District III
Lia Bristol, Deputy Chief of Staff, District IV
Ryan Hernandez, Contra Costa Water Agency
Jody London, Sustainability Coordinator, DCD

Attendees: Nick Draper
Cathy Christian (via phone)
Ben Palmer (via phone)

1. Introductions

All in attendance introduced themselves. Cathy Christian and Ben Palmer of Nielsen Merksamer joined via conference call.

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 public comment was received.

AYE: Chair Karen Mitchoff, Vice Chair Diane Burgis
Passed

3. APPROVE the Record of Action, with any necessary corrections.

The Committee voted unanimously to approve as presented.

AYE: Chair Karen Mitchoff, Vice Chair Diane Burgis
Passed

4. RECOMMEND support to the Board of Supervisors.

The Committee voted unanimously to recommend support for AB 1795 to the Board of Supervisors and recommended it be placed on the Consent calendar.

AYE: Chair Karen Mitchoff, Vice Chair Diane Burgis
Passed

5. Staff is seeking direction from the Legislation Committee on the following aspects of the procurement process:

1. The conduct of a survey of urban counties' lobbying contracts
2. The conduct of a survey of Board of Supervisors' members and their staffs, the CAO, Department Heads and other key staff of their primary advocacy interests, issues of particular concern, and satisfaction with services/request for additional services
3. Timeline for Procurement Process
4. Length of contract period
5. Amount of contract
6. Review Panel membership
7. Request for Proposals/Qualifications (RFP/Q) development

The Committee provided direction to staff, indicating the procurement process should be concluded by October 2018 for a three-year contract with 3 one-year renewal options.

AYE: Chair Karen Mitchoff, Vice Chair Diane Burgis
Passed

6. Provide direction to staff on the nature and time of desired meetings with the County's legislative delegation and/or the administration for purposes of planning for advocacy trip(s) to Washington D.C. for 2018.

The Committee provided direction to staff on the nature and timing of advocacy meetings in Washington, D.C..

7. ACCEPT the report and provide direction to staff, as needed.

The Committee accepted the report on State Budget and Legislation of Interest with no direction to staff.

AYE: Chair Karen Mitchoff, Vice Chair Diane Burgis
Passed

8. The next meeting is currently scheduled for March 12, 2018 at 10:30 a.m. **The schedule for the Legislation Committee has been established as the second month of each month at 10:30 a.m., in Room 101 of 651 Pine Street, Martinez.**

The Chair noted a schedule conflict with the March meeting and requested its cancellation.

9. Adjourn

The Legislation Committee will provide reasonable accommodations for persons with disabilities planning to attend Legislation Committee meetings. Contact the staff person listed below at least 72 hours before the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Legislation Committee less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, 10th floor, during normal business hours.

Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact:

Lara DeLaney, Committee Staff
Phone (925) 335-1097, Fax (925) 646-1353
lara.delaney@cao.cccounty.us