



INTERNAL OPERATIONS COMMITTEE

RECORD OF ACTION FOR
December 10, 2018

Supervisor Diane Burgis, Chair
Supervisor Candace Andersen, Vice Chair

Present: Diane Burgis, Chair
Candace Andersen, Vice Chair

Staff Present: Jami Napier, Interim Staff

Attendees: Timothy Ewell, County Administrator's Office
Emlyn Struthers, Clerk of the Board's Office
Parm Sandhu
Jill Ray, BOS District II Representative
J. D. Smith
Phyllis Gordon
Kirsten Upshaw
Hannah Brown
Debbie Toth
Tanya Drlik, Health Services Dept

DRAFT

1. Introductions

Chair Burgis convened the meeting 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).

No one requested to speak during the public comment period.

3. RECEIVE and APPROVE the Record of Action for the October 8, 2018 IOC meeting.

The record of action for the October 8, 2018 IOC meeting was approved as presented.

AYE: Chair Diane Burgis, Vice Chair Candace Andersen
Passed

4. RECOMMEND the reappointment of James Pinckney to the At Large #1 seat on the Contra Costa Mosquito & Vector Control District Board of Trustees to a new four-year term ending on January 2, 2024.

The Committee approved the reappointment of James Pinckney to the At Large #1 seat with a corrected term ending on January 2, 2023 and directed staff to forward the recommendation to the Board of Supervisors.

AYE: Chair Diane Burgis, Vice Chair Candace Andersen
Passed

5. RECOMMEND reappointment of Dean E. Barbieri to the Member of the Bar seat on the Public Law Library Board of Trustees to a new one-year term expiring on December 31, 2019.

The Committee approved the reappointment of Dean E. Barbieri to the Member of the Bar seat on the Public Law Library Board of Trustees to a new one-year term expiring on December 31, 2019, and directed staff to forward the recommendation to the Board of Supervisors.

AYE: Chair Diane Burgis, Vice Chair Candace Andersen
Passed

6. CONSIDER recommending the reappointment of Walter Pease and Bethallyn Black to the Contra Costa Resource Conservation District Board of Directors to new four year terms expiring on November 30, 2022.

The Committee approved the reappointment of Walter Pease and Bethallyn Black to the Contra Costa Resource Conservation District Board of Directors to new four year terms expiring on November 30, 2022, and directed staff to forward the recommendation to the Board of Supervisors.

AYE: Chair Diane Burgis, Vice Chair Candace Andersen
Passed

7. RECOMMEND the reappointment of Neil Tsutsui to the Board of Supervisors Appointee seat on the East Bay Regional Parks District Park Advisory Committee to a new two-year term that will expire on December 31, 2020.

The Committee approved the reappointment of Neil Tsutsui to the Board of Supervisors Appointee seat on the East Bay Regional Parks District Park Advisory Committee to a new two-year term that will expire on December 31, 2020, and directed staff to forward the recommendation to the Board of Supervisors.

AYE: Chair Diane Burgis, Vice Chair Candace Andersen
Passed

8. INTERVIEW candidate for the Board of Supervisors Alternate seat on the Treasury Oversight Committee to complete the unexpired term that will expire on April 30, 2022, and DETERMINE recommendation for Board of Supervisors consideration.

The Committee interviewed, and approved the appointment of, Parm Sandhu to the Board of Supervisors Alternate seat on the Treasury Oversight Committee to complete the current term that will expire on April 30, 2022, and directed staff to forward the recommendation to the Board of Supervisors.

AYE: Chair Diane Burgis, Vice Chair Candace Andersen
Passed

9. INTERVIEW the following two candidates for the Public Member #3 and Public Member Alternate seats on the Integrated Pest Management Advisory Committee and DETERMINE recommendations for Board of Supervisors consideration:

- James Donnelly, Danville (incumbent)
- Dennis Shusterman, Richmond

The Committee interviewed, and approved the appointment of, James Donnelly to the Public Member #3 seat and Dennis Shusterman to the Public Member Alternate seat on the the Integrated Pest Management Advisory Committee, and directed staff to forward the recommendations to the Board of Supervisors.

AYE: Chair Diane Burgis, Vice Chair Candace Andersen
Passed

10. INTERVIEW the following candidates for the At Large seat for an initial two-year term to commence upon the dissolution of the Los Medanos Community Healthcare District and DETERMINE recommendation for Board of Supervisors consideration:

- Dennis Gonzales (Oakley)
- Victor Segura (Brentwood)
- Stephanie Williams-Rogers (Brentwood)

The Committee removed this item from consideration and directed staff to work with Office of Communications and Media and LAFCo to recruit a broader pool of qualified candidates for Committee consideration, and return to the IOC in January or February of 2019.

11. CONSIDER status report on the Commission for Women and any action to be taken.

The Women's Commission members indicated that they needed further time to review the bylaw changes.

The Supervisors instructed the Commissioners to review the changes, make a list of any changes they could not agree with, and return to Internal Operations with the bylaws in February 2019.

12. The draft application is enclosed for review and discussion. County Supervisors, County employees, and members of the public will have an opportunity to provide feedback and suggestions on the future application form. Once these comments are incorporated, the form can return to the IOC for additional discussion on a revised version, or can go directly to the full Board of Supervisors (BOS) for approval, depending on the scope of the revisions and the wishes of the IOC.

Upon final approval of the form by the BOS, the COB will distribute and inform county staff and BOS offices. Additionally, the online form (hosted through Granicus) will be updated to match the fields and order of information on the new form. The old form will be retired from circulation.

The Supervisors reviewed the format and provided comments. Supervisor Andersen preferred to revise the proposed 'education' section to appear more like the former section, listing: degrees awarded, institution, and other education. Supervisor Burgis suggested adding a checkbox, with the statement "I would like to be considered for service on other advisory bodies for which I may be qualified".

Jami Napier was directed to make the requested changes, and bring the application to a full Board of Supervisors meeting as a discussion item because they believed the changes were significant and afforded an opportunity to highlight the County's Boards & Commissions.

AYE: Chair Diane Burgis, Vice Chair Candace Andersen

Passed

13. Adjourn

Chair Burgis adjourned the meeting after all business was concluded.

AYE: Chair Diane Burgis, Vice Chair Candace Andersen

Passed

For Additional Information Contact:

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