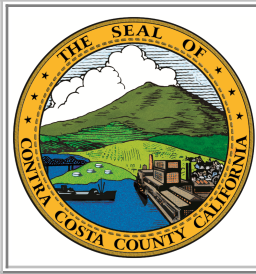


# DRAFT



## INTERNAL OPERATIONS COMMITTEE

RECORD OF ACTION FOR  
April 12, 2021

Supervisor Candace Andersen, Chair  
Supervisor Diane Burgis, Vice Chair

Present: Candace Andersen, Chair  
Diane Burgis, Vice Chair

Staff Present: Julie DiMaggio Enea, Staff

Attendees: Monica Nino, County Administrator; Maureen Parkes, DCD; Lauren Hull, CoB Management Analyst; Jami Morritt, Chief Asst Clerk of the Board; Jill Ray, District II Supervisor's Office; Gayle Israel, District II Supervisor's Chief/Staff; Maureen Toms, DCD Deputy Director; Enid Mendoza, CAO Senior Deputy

1. Introductions

***Chair Andersen called the meeting to order at 10:43 a.m.. Introductions were foregone as only County staff were in attendance.***

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.***

3. RECEIVE and APPROVE the Record of Action for the March 8, 2021 IOC meeting.

***The Committee approved the Record of Action for the March 8, 2021 meeting as presented.***

AYE: Chair Candace Andersen  
Vice Chair Diane Burgis

4. APPROVE recommendations from the Fish & Wildlife Committee for the allocation of 2021 Fish and Wildlife Propagation Fund grant funds for seven projects totaling \$60,831.

***The Committee approved the staff recommendations as presented. Maureen Parkes noted that fewer applications were received this year likely due to impacts of the COVID-19 pandemic.***

AYE: Chair Candace Andersen  
Vice Chair Diane Burgis

5.
  1. REVIEW the supplemental application process and the attached draft updated standard application form; and
  2. DETERMINE whether to direct staff to return to the Internal Operations Committee for further discussion or submit the item for consideration by the full Board of Supervisors.

***The Committee approved the proposed changes to the advisory body application form and also directed staff to agendaize for further discussion possible revision to Resolution No. 2011/55, which concerns eligibility of family members of County Supervisors for appointment to Board advisory bodies and commissions. Chair Andersen said she understood the context in which the original policy was created but thought the ban on familial relations might be too far reaching and should be reconsidered. She asked Jami Morritt to consult other counties to see what policies they may have in this regard. Vice Chair Burgis suggested that only people with whom one shares a house should be ineligible.***

***Chair Andersen concurred with staff's suggestion that a review of this policy should be agendaized for the next IOC meeting, and asked staff to have County Counsel review the current policy with the aim of narrowing the exclusions.***

***Vice Chair Burgis also observed that it is sometimes difficult for a resident to identify in which supervisorial district he/she resides or works. Chair Andersen wondered if the online advisory body application could be linked to a lookup function. Jami Morritt said that Clerk of the Board staff verify this information for each applicant using the County's GIS.***

AYE: Chair Candace Andersen  
Vice Chair Diane Burgis

6. The next meeting is currently scheduled for May 10, 2021.
7. Adjourn

***Chair Andersen adjourned the meeting at 10:56 a.m.***

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For Additional Information Contact:

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