



INTERNAL OPERATIONS COMMITTEE

RECORD OF ACTION FOR
February 14, 2022

Supervisor Diane Burgis, Chair
Supervisor Candace Andersen, Vice Chair

Present: Diane Burgis, Chair

Absent: Candace Andersen, Vice Chair

Staff Monica Nino, County Administrator; Julie DiMaggio Enea, Staff

Present:

Attendees: Lea Castleberry, Jennifer Quallick

1. Introductions

Chair Burgis called the meeting to order at 10:30 a.m. and noted that Vice Chair Andersen would be absent.

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 the public comment period.

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

Chair Burgis approved the record of action from the November 8, 2021 IOC meeting as presented.

AYE: Chair Diane Burgis

Other: Vice Chair Candace Andersen (ABSENT)

4. RECOMMEND to the Board of Supervisors the appointment of Tim Bancroft to the General Public seat on the Hazardous Materials Commission to complete the unexpired term ending on December 31, 2023.

Chair Burgis approved the recommendation as presented.

AYE: Chair Diane Burgis

Other: Vice Chair Candace Andersen (ABSENT)

5. APPROVE the proposed 2022 Committee meeting schedule and work plan, or provide direction to staff regarding any changes thereto.

Chair Burgis asked staff to review the meeting schedule to ensure there were no conflicts with religious holidays. She agreed to cancel the August meeting and suggested to staff that any meeting agenda in September be kept to a minimum due to scheduled vacations.

AYE: Chair Diane Burgis

Other: Vice Chair Candace Andersen (ABSENT)

6. APPROVE the proposed recruitment plan and schedules to fill public member or At Large seat vacancies on certain Board advisory bodies, commissions and committees.

Staff advised about the status of the two open recruitments and the challenge in filling technical seats on the Local Enforcement Agency Independent Hearing Panel, which rarely if ever is required to meet.

Chair Burgis asked about the funding and staffing for the Los Medanos Health Advisory Board. Staff agreed to gather that information and follow-up via email.

Chair Burgis approved the recruitment plan and schedule as presented.

AYE: Chair Diane Burgis

Other: Vice Chair Candace Andersen (ABSENT)

7. The next meeting is currently scheduled for March 14, 2022.
8. Adjourn

Chair Burgis adjourned the meeting at 10:41 a.m.

For Additional Information Contact:

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