



INTERNAL OPERATIONS COMMITTEE

RECORD OF ACTION FOR
April 11, 2022

Supervisor Diane Burgis, Chair
Supervisor Candace Andersen, Vice Chair

Present: Diane Burgis, Chair
Candace Andersen, Vice Chair

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

Attendees: Russell Watts, Treasurer-Tax Collector; Carrie Ricci, Deputy PW Director; Cynthia Shehorn, PW Purchasing Svcs Mgr; Maureen Parkes, DCD; Maureen Toms, Deputy DCD Director; Lara DeLaney, Sr. Deputy CAO; Jill Ray, District II Supervisors Office; Dawn Morrow, District III Supervisors Office; Denny Reigle; Larry Fernandes; Ken Miller; Elissa Robinson; Unidentified Caller 1; Unidentified Caller 2

1. Introductions

Chair Burgis called the meeting to order at 10:32 a.m. and introduced the Committee.

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 general public comment period.

3. RECEIVE and APPROVE the Record of Action for the March 14, 2022 IOC meeting.

The record of action for the March 14, 2022 IOC meeting was approved as presented.

AYE: Chair Diane Burgis
Vice Chair Candace Andersen

4. INTERVIEW the following three candidates for the BOS Member Alternate, Public 1 and Public 2 seats on the Treasury Oversight Committee and DETERMINE recommendations for Board of Supervisors consideration:

Since there were three qualified applicants for three vacant seats, the Committee dispensed with interviews and decided to recommend the reappointment of Dennis Reigle to the Public Representative 1 seat, appointment of Larry Fernandes to the Public Representative 2 seat, and appointment of Kenneth Miller to the Board of Supervisors Alternate Representative seat, all to four-year terms beginning May 1, 2022 and ending April 30, 2026.

Mr. Miller stated that he would have to give further consideration to serving as an alternate committee member, as he understood that he applied for a primary committee seat. Staff requested that Mr. Miller notify Mr. Watts no later than April 20, 2022 to either accept or decline

the IOC's nomination. Should Mr. Miller decline the nomination, staff will open a new recruitment to fill the Alternate seat.

AYE: Chair Diane Burgis
Vice Chair Candace Andersen

5. ACCEPT the SBE, Outreach, and Local Programs Report, reflecting departmental program data for the period: July 1 through December 31, 2021.

Cynthia Shehorn presented the staff report, describing the County's SBE and Outreach Program policies and objectives, the definition of a small business enterprise, and County performance for the period July through December 2021. She highlighted departments that reached or exceeded objectives in each of the purchasing categories: professional/personal services contracts, purchasing, and construction contracts. She noted that no transactions were subject to the Local Bid Program during the reporting period.

The Committee asked what kind of impact COVID had on the County's performance under the purchasing programs and what additional outreach might be done to improve outcomes. Ms. Shehorn stated that performance declined during the pandemic because departments opted to obtain goods and services in the most expeditious and reliable manner, which provided less time to engage and evaluate new vendors. She advised that she had attended meetings of the city mayors, was analyzing how much County purchasing was being directed to each city, and was working with key department staff to update County forms and the County website.

The Committee accepted the report and directed staff to forward the report to the Board of Supervisors.

AYE: Chair Diane Burgis
Vice Chair Candace Andersen

6. CONSIDER recommendations from the Fish & Wildlife Committee for the allocation of 2022 Fish and Wildlife Propagation Fund grant funds for ten projects totaling \$50,325, and determine recommendations for Board of Supervisors consideration.

Maureen Parkes presented the staff report and recommendations, and updated the annual revenue figures to reflect that less than \$3,500 had been received so far in FY 21-22. Due to the sharp decline in revenues, the Fish & Wildlife Committee chose not to recommend exhaustion of the current fund balance but rather conservation of it to permit valuable programs to continue to future fiscal years. Vice Chair Andersen commented that reduced revenues may be a result of court closures during the pandemic and agreed that revenues should be conserved to be made available in future years.

An unidentified caller commented that a Bay Area city was grappling with a geese overpopulation problem and wondered if this county had such a problem that could be addressed with these funds. Vice Chair Andersen responded that the city in question is Santa Clara. She noted that geese have sometimes been a problem in some south Contra Costa communities and that a program called "Goosebusters" has served to successfully relocate geese within fish and game guidelines.

Ms. Parkes stated that such a program would likely fall under the permitted uses of restricted fish and game funds, should such application for them be made, and directed the caller to the list of requested and recommended programs attached to the staff report.

The Committee accepted the staff report, approved the recommendations as presented, and directed Committee staff to forward the recommendations to the Board of Supervisors.

AYE: Chair Diane Burgis
Vice Chair Candace Andersen

7. The next meeting is currently scheduled for May 9, 2022.
8. ***Chair Burgis adjourned the meeting at 11:08 a.m.***

For Additional Information Contact:

Julie DiMaggio Enea, Committee Staff
Phone (925) 655-2056, Fax (925) 655-2066
julie.enea@cao.cccounty.us

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