



Contra
Costa
County

To: Board of Supervisors
From: Monica Nino, County Administrator
Date: April 20, 2021

Subject: 2021 APPOINTMENT OF STANDBY OFFICERS TO MEMBERS OF THE BOARD OF SUPERVISORS

RECOMMENDATION(S):

1. UPDATE the official list of persons to serve, in priority order, as standby officers for the respective members of the Board of Supervisors, pursuant to County Ordinance Code section 42-4.004:

	District I	District II	District III	District IV	District V
1	Sonia Bustamante	Phil Andersen	Mark Goodwin	Ron Mullin	Janis Glover
2	Robert Rogers	Gayle Israel	Joan Buchanan	Guy Bjerke	David Fraser
3	Paul Fadelli	Catharine Baker	Mary Piepho	Tamara Steiner	Vincent Manuel

2. DIRECT that the above appointments supersede all previous appointments.

3. REQUEST that the Emergency Services Division of the Sheriff's Office meet with any Standby Officer that requests it, and provide an overview of the County Emergency System, to include written procedures and contact information, and address any questions raised by the

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **04/20/2021** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: April 20, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Jami Morritt,
925-655-2005

cc:

Standby Officers.

RECOMMENDATION(S): (CONT'D)

4. CONFIRM that the temporary County seat shall continue to be a.) Diablo Valley College, Pleasant Hill, California, as the alternative county seat for Contra Costa County if war or enemy-caused disaster, or the imminence thereof, prevents access to the permanent Contra Costa County seat in Martinez; and b)The Alameda County Emergency Operations Center, Dublin, California as the alternative county seat for Contra Costa County if war or enemy-caused disaster, or the imminence thereof, prevents access to facilities in Contra Costa County, as provided in Resolution No. 2018/70

FISCAL IMPACT:

None.

BACKGROUND:

Pursuant to the California Emergency Services Act, Article 15, Preservation of Local Government, the governing body of a political subdivision of the State is required to appoint three Standby Officers for each member of the governing body. Accordingly, Section 42-4.004 of the County Ordinance Code requires the Board to make such appointments.

A Standby Officer appointed by the Board is to serve in place of a regular Board member when the regular Board member is unavailable during a state of war emergency, a state of emergency, or a local emergency. (Unavailable means that the regular Board member has been killed, is missing, or is seriously injured as to be unable to attend meetings and otherwise perform his/her duties.) Appointment of the specified Standby Officers will assure a line of succession so that in the event of the unavailability of one or more regular Board members during a state of war emergency, a state of emergency, or a local emergency, the business of the Board of Supervisors (BOS) may continue to be conducted with a full complement of Board members. A Standby Officer shall serve until the regular officer becomes available or until the election or appointment of a new regular officer. As required by County Ordinance Code, the status of these Standby Officer appointments will be reviewed annually to determine if any changes in appointees is necessary.

Government Code section 8641 sets out the duties of Standby Officers for the Board of Supervisors:

1. To be informed of the Supervisor's duties.
2. To be informed of the business and affairs of the County.
3. To immediately report for duty in the event of a state of war emergency, state of emergency, or state of local emergency.
4. To fill the Supervisor's post when the Supervisor is unavailable (dead, missing, or seriously injured) due to a state of war emergency, state of emergency, or state of local emergency.

The County must provide the Standby Officers with copies of California Emergency

Services Act, Article 15: Preservation of Local Government (Gov. Code, §§ 8635-8644.) (See attachment.) The County can also host meetings to keep the Standby Officers informed about County business and can require their attendance at these meetings. (Gov. Code, § 8641 (b).) Standby Officers must take the same oath of office as the Supervisor and serve at the pleasure of the BOS. (Gov. Code, § 8640.)

Pursuant to County Ordinance Code section 42-4.010, during the second regular Board meeting in March, the Board appoints standby officers. Due to an administrative oversight, this item was not calendared for the March 30 meeting and is instead presented for the Board's consideration at the Board's first regular meeting in April.

CONSEQUENCE OF NEGATIVE ACTION:

Without the appointment of the specified standby officers, there will be no line of succession in the event of the unavailability of one or more regular Board members during a state of war emergency, a state of emergency, or a local emergency. Therefore, the business of the Board of Supervisors may not be conducted with a full complement of Board members.

ATTACHMENTS

Article 15. Preservation of Local Government