



# Solano County

675 Texas Street  
Fairfield, California 94533  
www.solanocounty.com

## Minutes - Draft Board of Supervisors

*Mitch Mashburn (Dist. 5), Chair  
(707) 784-6130*

*Cassandra R. James (Dist. 1)  
(707) 784-3261*

*Monica Brown (Dist. 2), Vice Chair  
(707) 784-3031*

*Wanda Williams (Dist. 3)  
(707) 784-6136*

*John M. Vasquez (Dist. 4)  
(707) 784-6129*

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Tuesday, August 5, 2025

9:00 AM

Board of Supervisors Chambers

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### CALL TO ORDER

*The Solano County Board of Supervisors met on the 5th day of August, 2025 in regular session in the Board of Supervisors' Chambers at the Solano County Government Center, 675 Texas Street, Fairfield, California at 9:00 A.M.*

### ROLL CALL

*Present were Supervisors James, Brown, Williams, Vasquez, and Chair Mashburn. Chair Mashburn presided. Also present were County Administrator Bill Emlen and County Counsel Bernadette Curry.*

### SALUTE TO THE FLAG AND A MOMENT OF SILENCE

*This meeting of the Solano County Board of Supervisors continued with the Salute to the Flag and a Moment of Silence.*

### PRESENTATIONS

- 1      [25-591](#)      Adopt and present a resolution and plaque of appreciation honoring Allison Hagen, Custody Sergeant, upon her retirement from the Sheriff's Office with over 32 years of dedicated public service to Solano County (Supervisor Vasquez)

Attachments:      [A - Retirement Resolution](#)

On motion of Supervisor Vasquez, seconded by Chair Mashburn, the Board adopted and presented Resolution No. 2025-170 and plaque of appreciation honoring Allison Hagen, Custody Sergeant, upon her retirement from the Sheriff's Office with over 32 years of dedicated public service to Solano County. So ordered by a 5-0 vote. (see Resolution Book)

Enactment No: Resolution No. 2025-170

- 2      [25-624](#)      Adopt and present a resolution and plaque of appreciation recognizing Patrick Stasio, Health Assistant, upon his retirement from Solano County with 29 years of dedicated service in the Department of Health and Social Services, Family Health Services Division (Supervisor Vasquez)

Attachments:      [A - Retirement Resolution](#)

On motion of Supervisor Vasquez, seconded by Supervisor James, the Board adopted and presented Resolution No. 2025-171 and plaque of appreciation recognizing Patrick Stasio, Health Assistant, upon his retirement from Solano County with 29 years of dedicated service in the Department of Health and Social Services, Family Health Services Division. So ordered by a 5-0 vote. (see Resolution Book)

Enactment No: Resolution No. 2025-171

- 3      [25-623](#)      Adopt and present a resolution and plaque of appreciation recognizing Patricia Zuñiga-Gerhardt, Administrative Secretary, upon her retirement from Solano County with 25 years of dedicated service in the Department of Health and Social Services, Family Health Services Division (Supervisor Vasquez)

Attachments:      [A - Retirement Resolution](#)

On motion of Supervisor Vasquez, seconded by Supervisor James, the Board adopted Resolution No. 2025-172, and plaque of appreciation recognizing Patricia Zuñiga-Gerhardt, Administrative Secretary, upon her retirement from Solano County with 25 years of dedicated service in the Department of Health and Social Services, Family Health Services Division. So ordered by a 5-0 vote.

Enactment No: Resolution No. 2025-172

- 4      [25-589](#)      Adopt and present a resolution recognizing August 2025 as Child Support Awareness Month in Solano County (Supervisor Brown)

Attachments:      [A - Child Support Awareness Month Resolution](#)

On motion of Supervisor Brown, seconded by Supervisor Vasquez, the Board adopted Resolution No. 2025-173 recognizing August 2025 as Child Support Awareness Month in Solano County So ordered by a 5-0 vote.

Enactment No: Resolution No. 2025-173

## ITEMS FROM THE PUBLIC

*Chair Mashburn invited members of the public to address the Board on matters not listed on the agenda but within the subject matter jurisdiction of the Board. There was no public comment.*

**ADDITIONS TO OR DELETIONS FROM THE AGENDA**

*There were no additions to or deletions from the Solano County Board of Supervisors' agenda for August 5, 2025.*

**APPROVAL OF THE AGENDA**

On motion of Supervisor James, seconded by Supervisor Williams, the Board approved the agenda of the Solano County Board of Supervisors for August 5, 2025 as amended. So ordered by a 5-0 vote.

**PUBLIC COMMENT ON CONSENT CALENDAR**

Chair Mashburn commented on Consent Calendar Item No 9, recognizing Christine De Leo as the August 2025 Employee of the Month from the District Attorney's office and Consent Calendar Item No. 11 recognizing the retirement of Deputy Sheriff Larry Duffield.

**APPROVAL OF THE CONSENT CALENDAR**

On motion of Supervisor Vasquez, seconded by Supervisor Williams, the Board approved the following Consent Calendar items by 5-0 vote:

**CONSENT CALENDAR**

- 5      [25-655](#)      Approve the minutes of the Solano County Board of Supervisors' regular meeting of July 22, 2025

Attachments:      [A - July 22, 2025 Draft Minutes](#)

**Approved**

- 6      [25-645](#)      Adopt a resolution amending the Alphabetical Listing of Classes and Salaries to retitle the revised classification of Assistant Director Health and Social Services - Research and Planning to Assistant Director Health and Social Services; and Adopt a resolution amending the list of Numbers and Classifications of Positions to delete 1.0 FTE Assistant Director Health and Social Services - Research and Planning and add 1.0 FTE Assistant Director Health and Social Services due to the change in job title

Attachments:      [A - Resolution Amending List of Numbers and Classifications of Positions](#)  
                                 [B - Resolution Amending the Alphabetical Listing of Classes and Salaries](#)

**Adopted**

**Enactment No: Resolution No. 2025-174 and Resolution No. 2025-175**

- 7      [25-644](#)      Accept the Auditor-Controller Internal Audit Division's Follow-up to the ARPA Contract Subrecipient Monitoring Internal Control Review
- Attachments:*      [A - ARPA Contract Subrecipient Monitoring Review Follow-up Report](#)
- Accepted**
- 8      [25-648](#)      Adopt a resolution to designate Kaiser Permanente's crisis stabilization unit located in Fairfield, California, as a California Welfare and Institutions Code § 5150 et seq., involuntary detention facility for evaluation and treatment of Kaiser-insured persons experiencing acute psychiatric symptoms
- Attachments:*      [A - Kaiser CSU Designation Resolution](#)  
                                 [B - Kaiser CSU Designation Application](#)
- Adopted**
- Enactment No: Resolution No. 2025-176**
- 9      [25-642](#)      Acknowledge the District Attorney's selection of Christine De Leo as the "Employee of the Month" for August 2025
- Accepted**
- 10      [25-637](#)      Adopt a resolution accepting a grant award from the California Highway Patrol, Cannabis Tax Fund Grant Program in the amount of \$71,318 to continue an educational campaign directed toward high school students, for the period of July 1, 2025 through June 30, 2026; Authorize the District Attorney, with County Counsel concurrence, to sign and submit all grant documents, including, but not limited to applications, agreements, amendments, and payment requests, which may be necessary for the completion of the grant scope within the current award amount; and Approve an Appropriation Transfer Request recognizing \$71,318 in unanticipated State Grant Revenue offset by grant related expenditures (4/5 vote required)
- Attachments:*      [A - Cannabis Tax Fund Grant Award Letter](#)  
                                 [B - Grant Acceptance Resolution](#)
- Adopted**
- Enactment No: Resolution No. 2025-177**
- 11      [25-649](#)      Approve a plaque of appreciation honoring Larry Duffield, Deputy-Sheriff, upon his retirement from the Sheriff's Office with over 18 years of dedicated public service to Solano County
- Approved**

- 12      [25-647](#)      Review December 27, 2024, Proclamation of Local Emergency in response to the December 2024 Winter Storms; and Adopt a resolution confirming the need for continuing the Local Emergency
- Attachments:*      [A - Continuance of Local Emergency Resolution](#)
- Adopted**
- Enactment No: Resolution No. 2025-178**
- 13      [25-650](#)      Approve a contract with Anne Chiruvolu, D.V.M. with a not to exceed amount of \$153,466 to provide veterinary services for the period July 28, 2025 through June 30, 2026; Delegate authority to the County Administrator to execute the contract and any subsequent amendments, pending County Counsel concurrence, with an annual aggregate not to exceed \$74,999; and Authorize the Sheriff, Undersheriff and Director of Administrative Services to execute contract amendments which are administrative or technical in nature
- Attachments:*      [A - A. Chiruvolu D.V.M. Contract](#)
- Approved**
- 14      [25-622](#)      Approve the reappointment of Tiffanee Jones to the First Five Solano Children and Families Commission, representing District 1, for a four-year term expiring on August 3, 2029
- Approved**
- 15      [25-654](#)      Approve reappointment of Michael Whited to the Park and Recreation Commission representing District 3, commencing immediately upon adoption with a term ending December 31, 2029
- Attachments:*      [A - M. Whited Application](#)
- Approved**
- 16      [25-658](#)      Approve the reappointment of Ryan Mahoney and Kevin Simonis and the appointment of Martin Emigh as Directors for the Maine Prairie Water District with terms to expire on December 1, 2028
- Attachments:*      [A - District Appointment Request Letter](#)  
                              [B - Published Notices](#)
- Approved**
- 17      [25-611](#)      Approve the appointment of Emery Cowan, Health and Social Services Director, to the First 5 Solano Children and Families Commission for the term of August 20, 2025 through August 19, 2029
- Approved**

## REGULAR CALENDAR

### Rescheduled Consent Items

There were no rescheduled Consent Calendar items.

- 18      [25-621](#)      Receive a presentation from MES Consultants, LLC. on the results of Listening Tours conducted as part of the Inclusive Leadership Program

Attachments:      [A - Listening Tour Power Point](#)

Assistant County Administrator Debbie Vaughn introduced the item.

Consultant for MES Concepts LLC Mary Stutts provided an overview of the listening tour completed with Solano County employees and provided an overview of potential best practices for the County going forward.

County Administrator Bill Emlen thanked Ms. Stutts for her presentation noting it is important to understand staff's perceptions of the County. Mr. Emlen further stated the County needs to revisit its strategies surrounding remote work and examine how the County communicates as a whole organization.

Chair Mashburn commented on the various recommendations, noting some of the recommendations might have a considerable fiscal impact on the County. Chair Mashburn noted while some recommendations can be immediately addressed such as countywide communication, other recommendations will require significant staff time for research or will need to be discussed as part of labor negotiations.

In response to Chair Mashburn's comments, Ms. Stutts stated the next step in the process are planned management workshops where employee perceptions will be discussed in order to facilitate better communication between management and the employees.

Supervisor Williams thanked Ms. Stutts for the presentation.

In response to a question from Supervisor Williams regarding second chance hiring, Ms. Stutts stated second chance hiring is the hiring of employees who are retired and are looking to start a second career, hiring of a mother who is returning to work after raising children, or hiring someone who has a criminal record and is looking to return to the workforce.

In response to a question from Supervisor Williams regarding the idea of innovative benefits, Ms. Stutts stated employees are now looking for benefits that are different from what has been traditionally offered in the past. Ms. Stutts further stated these benefits could include upskilling and having the ability to obtain additional certifications, offering the ability for employees to take a sabbatical or offering more personalized benefits like pet insurance or an onsite cafeteria.

In response to a question from Supervisor Brown regarding clarification of community involvement, Ms. Stutts stated County employees indicated in interviews that as both residents and employees of Solano County, they desire to have the ability to engage with their community more.

Chair Mashburn commented on upcoming events with the Sheriff's Department where the Board Members can attend.

*Chair Mashburn invited members of the public to address the Board on this matter. There was no public comment.*

**Received**

**19**      **[25-643](#)**

Receive the 2024 Solano County Crop and Livestock Report from the Agricultural Commissioner/Sealer of Weights and Measures

Attachments:      [A - Link to the 2024 Crop and Livestock Report](#)  
                             [B - PowerPoint Presentation](#)

Agricultural Commissioner/Sealer of Weights and Measures Ed King introduced the item and provided a brief history of Solano County's agricultural past.

Assistant Agricultural Commissioner/Assistant Sealer of Weights Priscilla Yeane provided an overview of the County's 2024 top agricultural crops.

In response to a question from Supervisor Brown regarding what the alfalfa crop is utilized for and why the annual sales have decreased, Mr. King stated the County's alfalfa crop is used for animal feed, noting the overall amount harvested has been pretty consistent; however, prices had inflated due to Solano County not facing the same water shortage as other areas of the State of California. Mr. King further stated the prices have simply returned to their pre-inflation rates.

Chair Mashburn commented on the lifespan of agricultural crops, noting there will be ups and downs in the values and demand.

In response to a question from Supervisor Williams regarding if there has been a decrease in demand for walnuts, Mr. King stated in contrast to almonds which are primarily only grown in California, walnuts are grown in many places of the world which leads to more competition.

In response to a question from Chair Mashburn regarding the removal of a crop, Mr. King stated the removal of an orchard is easy because the trees can be chipped up; however, removal of an vineyard can result in a significant amount clean up being necessary.

Chair Mashburn commented on the need for the County to concentrate more on biomass industries coming into the region.

Deputy Agricultural Commissioner/Deputy Sealer of Weights Matthew Carl provided an overview of exportation of Solano County agricultural products and

the certification of farmer's markets in Solano County.

Chair Mashburn thanked staff for the presentation

*Chair Mashburn invited members of the public to address the Board on this matter. There was no public comment.*

Received

## ITEMS FROM THE PUBLIC con't

There were no additional comments from the public.

## CLOSED SESSION

*The Solano County Board of Supervisors recessed to Closed Session at 11:28 A.M. to discuss the following matters:*

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[25-657](#)

1) PUBLIC EMPLOYEE PERFORMANCE EVALUATION/APPOINTMENT (GC § 54957) a. Title: County Counsel

## RECONVENE

*This meeting of the Solano County Board of Supervisors reconvened at 11:37 A.M. All members were present and Chair Mashburn presided.*

## REPORT OF ACTION IN CLOSED SESSION (IF APPLICABLE)

*Chair Mashburn advised that there were no reports from Closed Session.*

## BOARD MEMBER COMMENTS AND REPORTS ON MEETINGS

*A) Supervisor James commented on a National Night Out event on August 5, 2025 at 560 Driftwood, Suisun, CA put on by Assemblywoman Lori Wilson, and requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Calvin Hegler and Honore McIlhatten .*

*B) Supervisor Brown commented on the need for County grant writers in relation to Proposition 1 funding opportunities.*

*C) Supervisor Vasquez requested that this meeting of the Solano County Board of Supervisors be adjourned in memory of Sara Vasquez.*



**ADJOURN:**

*This meeting of the Solano County Board of Supervisors adjourned at 11:38 A.M. Next meeting of the Solano County Board of Supervisors will be August 12, 2025 at 9:00 A.M., Board Chambers, 675 Texas Street, Fairfield, California.*

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**MITCH H. MASHBURN, Chair**  
**Solano County Board of Supervisors**

**BILL EMLLEN, Clerk**  
**Solano County Board of Supervisors**

By 

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**Alicia Draves, Chief Deputy Clerk**